

DRAFT
GREAT EASTON PARISH COUNCIL
Minutes of the Parish Council Meeting
held on the 7th September 2015
in the Village Hall

Present: Cllr P Long (Chairman), D Gibley (Clerk), Cllrs: N Clarke, A Murdock, L Parker and G Vizma.

Mr B Hemmings, Mrs E Yates and Mrs H Ingram (all members of the NP Steering Group) and Miss M Stamp, Mrs E Meechan and Mr M Ingram also attended.

97/15. Apologies for absence

None.

98/15. Declarations of Interest for agenda items.

No declarations of interest were declared.

99/15. Welcome

The Chairman welcomed all to the meeting, explaining that, as customary, he would take items of personal interest to the public first.

NP Environment Group. The Chairman invited Mrs Ela Yates, Leader of the NP Environment Group to address the meeting.

Mrs Ela Yates gave a comprehensive explanation of the process followed by the Environment Group to both identify and evaluate the Open Spaces in Great Easton. A paper was circulated which listed the identified Open Spaces and Mr Bryan Hemmings explained the scoring system used to evaluate and prioritise the Open Spaces according to HDC's published criteria.

Mrs Yates explained that this paper would be presented to the next meeting of the NP Steering Group and then, updated as required, would return to the PC for approval before being submitted to HDC in response to the HDC Consultation. It was noted that the current HDC consultation relates to confirmation of the overall strategy and the detailed response is not required until later in the year. Mrs Yates and the Environment Group team were warmly thanked for their comprehensive information and the valuable work undertaken to date, which would inform both the Neighbourhood Plan but also the PC in the years ahead.

100/15. Minutes of Previous Meeting of the 6th July 2015.

The minutes, previously circulated, were approved and signed by the Chairman.

101/15. Matters Arising

- **Pothole on the verge opposite the Village Hall.** The repair work remains outstanding and the Clerk was requested to monitor progress by LCC. **Action: Clerk**

- **PC Notice board.** The Clerk said the notice board could be repaired, with new uprights and the existing commemorative notice board rehung. It was agreed, for safety reasons, that the fastenings for the doors should be repositioned at the same time. **Action: Clerk**

- **War Memorial.** Cllr Murdock reported that the shrubs surrounding the railings had been pruned and the railings were now accessible for repainting as previously proposed.

- **Gatehouse Lane.** It was agreed that the few potholes along Gatehouse Lane are relatively minor and did not justify further action at this stage.

102/15. Planning Matters.

Cllr Parker reported on the following planning matters:

- **15/00893/FUL – Old Station Yard, Installation of a replacement roof.** The PC objection to the alternative roofing material has not been upheld.
- **15/01155/FUL - The Cottage, Caldecott Road.** A revised planning application has been submitted following further planning advice. There are no objections.
- **15/01337/FUL – 22 Caldecott Road – two storey extension.** There are no objections
- **15/01347/FUL – The Barn, Caldecott Road – rear extension.** There are no objections.
- **15/01021/FUL – Brookside Cottage – erect side extension.** There are no objections.
- **15/15/01205/FUL – Gatehouse lane – construct tennis court and 2 storey pavilion.** Following consultation, the PC had objected to the application, primarily on the grounds of the size of the proposed pavilion being out of keeping with a domestic residence.
- **15/01146/REM – Nine dwellings at the rear of Broadgate.** The PC had objected to the height of the two storey houses directly overlooking the houses in Deepdale. The PC had proposed that a solution could be the repositioning of the two bungalows within the planned development.

103/15. Financial Matters

The Clerk reported on the following financial matters:

- **Audit.** The External Audit report of the 2014/15 accounts had been approved by Grant Thornton.
- **Payments.** The following payments were authorised:

| | | |
|---------|---------|--|
| 101080 | £200.00 | Parish magazine – annual contribution |
| 101081 | £120.00 | CGD Contractors -4 th grass cut |
| 101082 | £125.00 | HDC – May Elections costs |
| 101083 | £209.96 | LRALC – Annual membership |
| 101084 | £81.00 | NP – Village Hall hire |
| 101085 | £18.00 | B Penfold – Gardening at Caldecott Road graveyard |
| 101086 | £155.98 | NP – Purchase of two “A” display frames |
| 101087 | £60.00 | NP – Land Registry searches – repaid to J Weaver |
| 101088 | £253.25 | NP – Land Registry searches – repaid to B Mitchell |
| On line | £120.00 | Grant Thornton – external audit |
| On line | £14.00 | NP – Tim’s Tech Support - posters |

- **VAT.** The initial claim of £1,460.92 has been received. It is now planned to submit claims in respect of VAT invoices over the previous 3 years.

- **Financial regulations.** The Parish Council financial regulations paper, previously circulated, was approved without amendment. The regulations bring together in one document the various financial procedures followed by the PC during the accounting year.

- **On Line banking.** Online banking is now available and, as outlined in the financial regulations, is now approved. The principle of prior dual authority for all cheque and online banking payments is retained.

104/15. Arboreal matters.

- **Trees.** Cllr Murdock reported on the following tree applications:

- **15/01167/TCA -Tree works at Linden House, Brook Lane.** The application had been approved.
- **15/01231/TCA –The Bakers, Brook Lane.** There are no objections.
- **15/01317/TCA – Tree works at 12 Musk Close.** There are no objections.
- **15/01196/TPO – Tree works at The Paddocks, High Street.** Mrs Ela Yates, explained the history of this application as the result of identified tree disease. Expert advice is being obtained.

- **Salt Bins.** It was agreed that a green salt bin would be purchased for the use of Church Bank residents, at an approximate cost of £100. Cllr Murdock agreed to liaise with Mrs A Healey concerning the preferred location. **Action: Cllr Murdock**
- **Church Bank Trees.** Cllr Murdock said that action is now required, in accordance with the agreement reached in June, concerning the tree management plan, the obtaining of independent expert advice and agreeing terms of reference with the local residents. **Action: Cllr Murdock**

105/15. Police, Community and Heritage Matters

No matters were raised.

106/15. Neighbourhood Plan Report

The Chairman reported on the current progress:

- **Housing Theme Group.** The meeting of 27th August was very well attended with over 90 residents present. Mr Ian Drummond explained housing options within the Local Plan and the progress to date identifying land ownership within the Parish Council area. The next stage will be the need to consult with all landowners. Following the meeting, several present volunteered to join the Housing Group and an initial meeting will be held in September (TBA).
- **Parish magazine.** An update on the NP with key dates and contacts is in the September issue.
- **HDC Local Plan consultation.** The HDC Local Plan Options Consultation is scheduled between 18 September – 30 October 2015. All households will be contacted to encourage a wide response, in particular concerning the village designation as a Selected Rural Village and the preferred location for housing developments. The Parish Council and NP Steering Group would also be responding to the HDC consultation.

107/15. Poor's Charity

Cllr Parker reported that the Solicitor will be shortly contacting relevant parties to obtain statements confirming the rental payments and handling of the income over the recent years, needed to support the application to the Land Registry for the transfer of ownership. He added that he had recently requested that the solicitor expedite this process. **Action: Cllr Parker.**

108/15. Transparency.

The Clerk said that Parish Councils with an annual turnover of less than £25,000 are now required to follow strict policies for the publication of all information on the website, including financial information, in accordance with new Government guidelines for transparency. There is funding being made available for Parish Councils to buy the necessary IT equipment and training. He suggested that this will need to be an agenda item at a future meeting. This was agreed.

109/15. HDC Local Plan Options Consultation

The Chairman said that the Parish Council, the NP Steering Group and local residents would all need to respond to the widely publicised request for consultation during the period 18 September– 30 October 2015. It was agreed that this would be an agenda item for the next meeting.

110/15. HM The Queen 90th Birthday 2016.

The suggestion for a village celebration to mark HM The Queen's 90th birthday next year was discussed. It was agreed to seek further views and to discuss at the next meeting. **Action: All**

111/15. AOB

- **Youth Group.** The Clerk reported that unfortunately the Youth Group would not be restarting this Autumn as the leader was no longer available. A full announcement would be in the next parish magazine. He hoped that the closure might be temporary but new Leaders and committee members would be required. The funds would be held in a reserved account and be available for any new initiative. He thanked the PC for their strong financial support over the last 10 years. He added that a Scout group is now starting in Medbourne and membership would be available for all.

- **Logo.** A logo for the NP, designed by Margaret Stamp, was circulated and approved.

- **Daffodils.** Cllr Murdock said that a small number of additional daffodils are required to complete the display towards the School. It was agreed that these should be purchased. **Action: Cllr Murdock**

- **Co-option.** Mrs Lucy Walsh was unanimously proposed to fill the vacancy following the resignation of Cllr Tyler. It was agreed that Mrs Walsh should be adopted from the 7th September, to be within the required 35 days following the Election Notice. The Clerk was requested to progress the necessary Acceptance of Office and Register of Member's Interests forms. **Action: Clerk**

112/15. Date of next meeting. Monday 5th October 2015

DAC Gibley
(Clerk)

Cllr P Long
(Chairman)