

**PRESTON CAPES PARISH COUNCIL**

**MINUTES OF THE ORDINARY MEETING HELD ON  
TUESDAY 15TH SEPTEMBER 2015 IN THE VILLAGE HALL**

**PRESENT:** Parish Councillors: D Hughes (Chairman), D Cox, S Delacoe, B Dearn, D Jones,  
S Maddison, R Mansfield  
Clerk: S Foster  
Others: District Cllr Bob Patchett, PC C Radford-Gardner,  
no members of the public

**1. Administration**

- 1.1 To receive and approve apologies for absence  
Apologies were received and accepted from County Cllr R Brown.
- 1.2 To receive declarations of interest in items on the agenda  
Cllr Delacoe declared an interest in item 9.3 in relation to cheque number 385.
- 1.3 To consider any dispensation requests  
None.
- 1.4 To approve the minutes of the Ordinary Meeting held on 21<sup>st</sup> July 2015  
Minutes had been circulated. No comments were made. Minutes were proposed as a true record by Cllr Dearn, seconded by Cllr Delacoe; all in favour.

**2. Matters arising from previous minutes (for information only)**

- 2.1 Willow tree overhanging the verge in Little Preston  
Matter dealt with and can be removed from the agenda.

**3. Public Time**

District Councillor Patchett reported that a formal planning application has now been received for the tunnel project. Preston Capes Parish Council will be consulted in due course.  
PC Radford-Gardner introduced herself to the meeting and updated on current activity within the area. She welcomed reports of any suspicious activity.

**4. Planning**

- 4.1 To consider applications received

Application No	Description of Development	Location of Development	Comment
None			

The Clerk reported that an application had been received since the agenda had been published. An extraordinary meeting will therefore be held on Tuesday 29<sup>th</sup> September at 7.45.

- 4.2 To report decisions received

Application No	Description of Development	Location of Development	Decision
DA/2015/0420	Partial demolition. 2 storey extension to side and principal elevation etc	Nether Preston, Stowe Road, Preston Capes NN11 3TZ	Approved
DA/2015/0563	LBC for replacement Upvc windows on north and west elevations	Danecot, Church Way, Preston Capes NN11 3TE	Approved
DA/2015/0575	Demolition of existing porch and construction of replacement porch	Little Preston House, Little Preston, NN11 3TF	Approved
DA/2015/0691	Work to and removal of trees within a Conservation Area	Ivy Cottage, Old Forge Lane, Preston Capes NN11 3TD	Approved
DA/2015/0701	Work to trees within a Conservation Area	Bentree House, Old Forge Lane, Preston Capes NN11 3TD	Approved

- 4.3 Other planning matters (For report only)  
None.

**5. Highways and Footpath matters**

To include:

- 5.1 Highways representative's report  
Nothing to report.
- 5.2 Resurfacing of The Square – progress report  
Nothing to report.
- 5.3 Well cover in the High Street – progress report  
The well cover has now been repaired and an invoice for £120 (inc VAT) will be forwarded.
- 5.4 Consideration of putting dog bins in the village to deal with dog fouling  
The Clerk passed some A5 signs to Cllr Jones. Some more will be needed which the Clerk will action.  
**ACTION: CLERK**
- 5.5 Purchase of bench for the bus shelter  
The Clerk has yet to obtain three quotes for consideration.  
**ACTION: CLERK**

**6. Tree Warden's Report**

- 6.1 Japanese Knotweed – progress report  
It was reported that Japanese Knotweed may be present in Old Forge Lane. Cllr Cox was asked to have a look and, if necessary, speak to the appropriate landowners.  
**ACTION: CLLR COX**
- 6.2 Consideration of works to holly trees on The Square  
Following a site meeting, DDC had issued a 5 day notice for the removal of five holly trees. The trees had separately been reported to NCC who had also made a site visit with a view to removing three of the five. Cllr Hughes is waiting for confirmation before arranging a working party to do the work.  
**ACTION: CLLR HUGHES**

Cllr Cox reported that he had been in contact with DDC regarding an apple tree in his own garden but had not yet had a response. However, the apple tree has now fallen of it's own accord.

**7. Update from Neighbourhood Watch/Police**

Already covered in 3. above.

**8. Regulatory Matters**

- 8.1 To consider adoption or review (as applicable) of the following:  
Risk Assessment  
Asset Register  
Policy documents  
A working party will meet on 29<sup>th</sup> September to put together drafts for consideration at the next meeting.
- 8.2 To consider adoption of amendment to Code of Conduct as requested by DDC  
Following notification from DDC, amendments to the Parish Council's Code of Conduct were agreed.  
Proposal: To amend the Code of Conduct in accordance with DDC suggestion.  
Proposed by Cllr Jones, seconded by Cllr Dearn. All in favour. Carried.

**9. Finance**

- 9.1 Consideration of amendments to the current Lloyds Bank bank mandate and complete Board of Resolution to remove Pauline Davies  
The Clerk reported that she and Pauline Davies had been in contact with Lloyds regarding Pauline's removal from the bank mandate. Lloyds had now insisted on a Board Resolution being signed. This was presented to the meeting and signed by Cllrs Hughes and Dearn.

## 9.2 To note bank balances

30<sup>th</sup> August 2015

Lloyds current a/c £ 671.51

Lloyds deposit a/c £2,402.02

Uncashed expenditure £ 0.00

Total available

£3,073.53

## 9.3 To approve payments

Details	Amount (£)	+ VAT (£)	Cheque Total (£)	Payee	Authority	Cheque no
Clerk's salary – July	143.38	0.00	298.48	S Foster	LGA 1972 s112	383
Clerk's expenses – July	22.31	0.00				
Clerk's salary - August	117.38	0.00				
Clerk's expenses – August	15.41	0.00				
Mowing of verges (Inv 6678)	130.00	26.00	156.00	P W Warden	Highways Act 1980	384
Hire of village hall	42.00	0.00	42.00	PC Village Hall	LGA 1972 s112	385

Proposal: To approve payment of the above cheques.

Proposed by Cllr Maddison, seconded by Cllr Dearn. 1 abstained. 6 for. Carried.

## 9.4 To cancel cheque number 000382 payable to DefibShop for £14.40

The actual cost of the battery and delivery was £18 which the Clerk had paid and will expense.

Proposal: To cancel cheque 000382.

Proposed by Cllr Jones, seconded by Cllr Maddison. All in favour. Carried.

## 9.5 To note income received

Lloyds Interest (July) £0.10

Lloyds Interest (August) £0.11

## 9.6 To approve transfer of £1,000 from deposit to current account

Proposal: To approve a transfer of £1,000 from the deposit to the current account.

Proposed by Cllr Dearn, seconded by Cllr Maddison. All in favour. Carried.

## 9.7 To consider making an application to Transparency Code grant funding

Councillors were asked to consider whether an application might be made for any extra costs incurred with regards to the new Transparency Code. It was agreed that there is nothing at the moment but that this be raised as an agenda item every three months for consideration.

## 10. Consultations

None.

## 11. Correspondence Received

NCALC Update – July/August 2015

Noted

Consultation on review of the planning system (Email)

Noted

DDC Local Code of Conduct issues report (Email)

Noted

NALC Invitation to AGM on 17<sup>th</sup> October 2015 (Email)

Cllr Hughes and the Clerk will attend

DDC – Guidance on Community Infrastructure Levy (Email)

Noted

## 12. New matters requested for next agenda

None at this time.

## 13. Diary dates for 2015

Parish Council meetings

20<sup>th</sup> October, 17<sup>th</sup> November, 22<sup>nd</sup> December1<sup>st</sup> Sunday of each month

Village Hall Lunchtime Bar

2<sup>nd</sup> Friday of each month

Village Hall Evening Bar

There being no further business, the Chairman closed the meeting at 8.25pm

Signed ..... Date .....