

**PRESTON CAPES PARISH COUNCIL
MINUTES OF THE ORDINARY MEETING HELD AT 7.45PM ON
TUESDAY 19TH APRIL 2016 IN THE VILLAGE HALL**

DRAFT

PRESENT: Parish Councillors: D Hughes (Chairman), B Dearn, S Delacoe, D Jones, S Maddison
Clerk: S Foster
Others: District Councillor B Patchett, 1 member of the public.

1. Administration

- 1.1 To receive and approve apologies for absence
D Cox – family commitment
R Mansfield - working.
- 1.2 To receive declarations of interest in items on the agenda
Cllr Delacoe – Cheque 402.
Cllr Hughes – Cheque 404.
- 1.3 To consider any dispensation requests
None.
- 1.4 To approve the minutes of the Ordinary Meeting held on 15th March 2016
Minutes had been circulated. No amendments were made. Minutes were proposed as a true record by Cllr Delacoe, seconded by Cllr Maddison. All in favour.
- 1.5 To update re the 2016 Annual Parish Meeting – Thursday 19th May 2016
Discussion took place regarding the format of the evening. It was agreed that this would be semi-formal.

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

Nothing to report.

3. Public Time

Nothing to report.

4. Planning

- 4.1 To consider applications received

Application No	Description of Development	Location of Development	Comment
DA/2016/0151	Amendment to Variation of Condition 2 of DA/2015/0420	Nether Preston, Stowe Road, NN11 3TZ	No comment

- 4.2 To report decisions received

Application No	Description of Development	Location of Development	Decision
DA/2016/0110	Taking down existing farm building and relocate within the farmyard	Preston Fields Farm, Charwelton Road, Preston Capes NN11 3SZ	Approved

- 4.3 To agree Planning Policy to be added as an Appendix to Countryside and Settlements Plan
The Clerk will circulate comments already received. Deferred to May.
- 4.4 To consider correspondence re driveway at Ivy Cottage
Correspondence noted.
- 4.5 Other planning matters (For report only)
It was noted that the current process for circulation of planning applications is not effective. In future, the Clerk will circulate details electronically to all Parish Councillors with a paper copy being delivered to Cllr Mansfield.

5. Highways and Footpath matters

To include:

- 5.1 Highways representative's report
Nothing to report.
- 5.2 Water leak at Little Preston
NCC Highways have been asked to attend and will do so within the next 2 months.

- 5.3 Mud on road in Old Forge Lane
DDC advised that they currently use the smallest collection vehicles but will advise more care.
- 5.4 Possible purchase of ANPR Camera
To be removed from the agenda.
- 5.5 Notification of temporary closure of Fawsley Road and Preston Capes Road
Noted.

Cllr Cox had also sent a report that there is no sign of Japanese knotweed at the moment.

6. Tree Warden's Report

To include:

- 6.1 Consideration of works to holly trees on The Square
One more tree is to be removed although the tree is now in bud and so its removal will have to wait.

7. Update from Neighbourhood Watch/Police

Nothing to report.

8. Regulatory Matters

- 8.1 To form working party to review Governance documents
The Clerk, Cllr Hughes and Cllr Dearn will meet.
- 8.2 To arrange Clerk's appraisal
The Clerk, Cllr Hughes and Cllr Dearn will meet.

9. Finance

- 9.1 To note income received
£ 0.06 Interest

9.2 To note bank balances as at 31.03.16		
Lloyds Bank Treasurer's Account	£2,027.98	
Lloyds Bank Business Account	<u>£1,402.55</u>	
	£3,430.53	
Payments yet to clear	£ 0.00	
Total funds available		<u>£3,430.53</u>

- 9.3 To approve payments

Details	Amount (£)	+ VAT (£)	Cheque Total (£)	Payee	Authority	Cheque no
Clerk's salary – Mar	136.88	0.00	165.80	S Foster	LGA 1972 s112	400
Clerk's expenses – Mar	28.92	0.00				
Refreshments for Clean for the Queen event	33.50	0.00	33.50	Village Hall	S 137	401
Membership subscription 01.04.16-31.03.17	197.44	0.00	197.44	NCALC	LGA 1972 s112	402
Refreshments for Tea for the Queen event	89.82	0.00	89.82	R Hughes	Section 137	403

Cllr Hughes noted a spend of £89.82 for the Tea for the Queen event and requested payment. As the expenditure has previously been authorised, it was agreed that a cheque be written.

Proposal: To approve payment of the above cheques including Cheque 403 for £89.82 payable to Mrs R Hughes.

Proposed by Cllr Dearn, seconded by Cllr Maddison. 3 in favour. Cllrs Delacoe and Hughes abstained. Carried.

- 9.4 To consider quotes for 2016 mowing contract
One quote had been received and another is due. Agreement was reached as to the appointment of a contractor and to request a cut as soon as possible.
Proposal: To delegate authority to the Clerk and Cllr Hughes to appoint a contractor on Wednesday 27th April.
Proposed by Cllr Dearn, seconded by Cllr Maddison. All in favour. Carried.
- 9.5 To receive end of year unaudited budget figures
The figures were circulated and discussed.

9.6 To complete Sections 1 and 2 of financial year 2015/2016 Annual Return
The Clerk presented both Sections which were duly discussed and agreed.
Proposal: To complete Sections 1 and 2 of the Annual Return.
Proposed by Cllr Dearn, seconded by Cllr Jones. All in favour. Carried.

9.7 To confirm Clerk's tax code for financial year 2016/2017
The tax code was noted.

9.8 To receive request for funding from Farthingstone Cricket Club
It was noted that no formal request has been received at this time.

10. Consultations

10.1 NCALC – Survey of Parish and Town Councils
The Clerk, Cllr Dearn and Cllr Hughes to complete.

10.2 DDC – Electric Vehicle Infrastructure Survey
No comment to be made.

10.3 DDC – Consultation on the Sustainability Appraisal for DDC's Part 2 Local Plan Issues and Options Documents
No comment to be made.

11. Correspondence Received

11.1	DDC – Funding Fair - 10 th May 2016 (By email)	Noted
11.2	DDC – Improving Drivers (By email)	Noted
11.3	NCALC – Cemetery Management Training Session	The Clerk to attend on behalf of Badby PC using Preston Capes PC's credit note. Badby PC to then pay Preston Capes.
11.4	DDC – Environmental Health and Housing Training	Noted
11.5	DDC – Flooding advice and information (By email)	Noted
11.6	NCALC Update – March-April 2016	Noted
11.7	DDC - Fly-tipping	Noted

12. To confirm arrangements for Tea for the Queen event

The Clerk will let Cllr Hughes have a list of medallions ordered. Invitations have been delivered to all residents of Preston Capes and Little Preston. Refreshments have been organised.
Proposal: To increase expenditure on the event from £200 to £250.
Proposed by Cllr Jones, seconded by Cllr Maddison. All in favour. Carried.

13. To update with regards to application to Best Village 2016 competition

Cllrs Jones and Cox had considered the application and felt it best to make an application next year in view of the amount of information required in a short timeframe.

14. New matters requested for next agenda

14.1 To receive report on Farthingstone Cricket Club
Covered at item 9.8 above.

15. Diary dates for 2016

Parish Council Meetings:	17 th May, 21 st June, 19 th July, 20 th September, 18 th October, 15 th November and 20 th December.
Annual Village Meeting	Thursday 19 th May
Village Hall Lunchtime Bar	1 st Sunday of each month
Village Hall Evening Bar	2 nd Friday of each month

There being no further business, the Chairman closed the meeting at 9.05pm

Signed Date