

**PRESTON CAPES PARISH COUNCIL  
MINUTES OF THE ORDINARY MEETING HELD AT 7.45PM ON  
TUESDAY 13<sup>th</sup> JUNE 2017 IN THE VILLAGE HALL**

**PRESENT:** Parish Councillors: D Cox, B Dearn, S Delacoe, D Hughes (Chairman), D Jones,  
R Mansfield  
Clerk: S Foster  
Others: District Councillor B Patchett, 5 Member of the public

**1. Administration**

- 1.1 To receive and approve apologies for absence  
S Maddison – holiday
- 1.2 To receive declarations of interest in items on the agenda  
Cllr Dearn declared an interest in item 11.5 as a trustee of the charity.
- 1.3 To consider any dispensation requests  
None.
- 1.4 To approve the minutes of the Annual Meeting held on 16<sup>th</sup> May 2017  
Minutes had been circulated. No amendments were made.  
Proposal: To accept the minutes as a true and accurate record of the meeting.  
Proposed by Cllr Jones, seconded by Cllr Cox. All in favour. Carried.
- 1.5 To update on the 2017 Annual Parish Meeting to be held on Thursday 18<sup>th</sup> May 2017  
It was agreed that the turnout had been disappointing although no complaints had been received.

**2. Regulatory Matters**

- 2.1 To review governance documents  
Standing Orders, Financial Regulations, Policy documents, Assets Register, Risk Assessment  
Proposal: To adopt the above governance documents as presented.  
Proposed by Cllr Jones, seconded by Cllr Dearn. All in favour. Carried.

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

Nothing to report.

**4. Public Time**

Cllr Hughes made a statement regarding a presentation to be made by Howkins & Harrison about a proposed planning application at Village Farm. It was agreed that the Parish Council has no opinion as to the merit of the proposal as it stands and will consider the matter only when a planning application is placed before it. Mr Hammond then made a presentation to the meeting and answered questions from members of the public as well as Parish Councillors.

**5. Planning**

- 5.1 To consider applications received

Application No	Description of Development	Location of Development	Comment
DA/2017/0463	Variation of Condition 2 of Planning permission DA/2016/0151 to allow for installation of four dormer windows	Nether Preston, Stowe Road, Preston Capes NN11 3TZ	Proposal: No comment Proposed by Cllr Dearn, seconded by Cllr Delacoe. All in favour. Carried.

- 5.2 To report decisions received

Application No	Description of Development	Location of Development	Decision
DA/2016/0944	LBC for alterations and extensions to hard standing and repairs, alteration, partial demolition and extension to existing barn including provision of two first floor workers' flats	The Old Rectory Church Way Preston Capes NN11 3TE	Approved

- 5.3 Other planning matters (For report only)  
Nothing to report.



**6. Highways and Footpath matters**

To include:

- 6.1 Highways representative's report  
Cllr Hughes will attend the upcoming Parish & Town Councils' Meeting to raise the matter of surface dressing.  
Cllr Hughes will report to Street Doctor regarding the need for repair to the handrail beside the high street.
- 6.2 Footpath Representative's report  
R Elkin had provided a map showing the amended Rights of Way officers at KierWSP. This will be circulated for the next meeting.
- 6.3 Report of road closure at Preston Capes Road, Farthingstone on 21<sup>st</sup> June 2017  
Noted.

**7. Tree Warden's Report**

Following comment at the Annual Village Meeting, it was noted that the holly tree stumps should be left as they are, as requested by DDC.

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

Various emails from Neighbourhood Watch had been circulated throughout the month.

**9. Finance**

- 9.1 To note income received  
£ 0.06 Interest

9.2 To note bank balances as at 01.06.17	
Lloyds Bank Treasurer's Account	£4,028.31
Lloyds Bank Business Account	<u>£1,527.69</u>
	£5,556.00
Payments yet to clear	£ 0.00
Total funds available	<u>£5,556.00</u>

*Proposal: To transfer £3,000 from the Treasurer's Account to the Business Account.*

*Proposed by Cllr Dearn, seconded by Cllr Hughes. All in favour. Carried.*

**9.3 To approve payments**

Details	Amount (£)	+ VAT (£)	Cheque Total (£)	Payee	Authority	Cheque no
Clerk's salary (May)	178.61	0.00	211.12	S Foster	LGA 1972 s 112	436
Clerk's expenses (May)	32.51	0.00				

*Proposal: To approve payment of the above cheques.*

*Proposed by Cllr Dearn, seconded by Cllr Delacoe. All in favour. Carried.*

- 9.4 To report external audit for financial year 2016/2017  
The external auditor had sent some queries to the Clerk. These had been answered. The Clerk is currently awaiting confirmation of the audit having been signed off.
- 9.5 To consider making an application to the Transparency Fund  
*Proposal: To make an application to cover one hour of the Clerk's time per month for updating the website.*  
*Proposed by Cllr Dearn, seconded by Cllr Delacoe. All in favour. Carried.*

**10. Consultations**

- 10.1 DDC – Nomination of Local Green Space for inclusion in Annex of Part 2 Settlements and Countryside Local Plan  
Following discussion, it was agreed that the Square and the side of the village hall be included.
- 10.2 DDC – Housing Allocations Scheme  
No comment.
- 10.3 DDC – Housing Supplementary Planning  
No comment.





**11. Correspondence Received**

11.1	DDC – Women's Tour information (By email)	Noted
11.2	NCALC – Appointment of Deputy Chief Executive (By email)	Noted
11.3	Rev Sue Faullkner – Dementia Awareness Day (By email)	Cllr Dearn's had attended and found the event useful.
11.4	PCC Invitation to meet S Mold (By email)	Cllr Delacoe will attend.
11.5	Preston Capes Education Charity – Letter re grants	Noted
11.6	Northants CALC – e-Update (By email)	Noted
11.7	Merchant Navy Day – Fly the Red Ensign	<i>Proposal: To purchase a flag, the size depends on whether it will be flown at the church. Proposed by Cllr Hughes, seconded by Cllr Dearn's. All in favour. Carried.</i>
11.1	DDC – Women's Tour information (By email)	Noted

**12. Matters not covered on the agenda above**

- 12.1 To update on adopt a kiosk  
BT had advised that the telephone is to be re-installed and so the Parish Council will not be able to adopt the kiosk at this time.
- 12.2 To update with regards to defibrillator in Little Preston  
Nothing to report.
- 12.3 To arrange a sun shade for defibrillator  
Cllr Jones is in the process of making a sun shade. This will require a baton to be installed.

**13. New matters requested for next agenda**

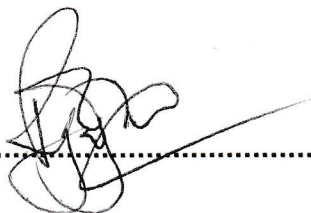
Possible leaving gift for Mr and Mrs Williams.

**14. Diary dates for 2017**

Parish Council Meetings: 18<sup>th</sup> July, 19<sup>th</sup> September, 17<sup>th</sup> October, 21<sup>st</sup> November,  
19<sup>th</sup> December  
Village Hall Lunchtime Bar 1<sup>st</sup> Sunday of each month  
(except June when it will be open last Sunday in May)  
Village Hall Evening Bar 2<sup>nd</sup> Friday of each month

The Chairman closed the meeting at 8.45pm

Signed .....



Date .....

18.7.17