

**PRESTON CAPES PARISH COUNCIL
MINUTES OF THE ORDINARY MEETING HELD AT 7.45PM ON
TUESDAY 19th DECEMBER 2017 IN THE VILLAGE HALL**

PRESENT: Parish Councillors: D Cox, S Delacoe, D Hughes (Chairman), S Maddison, R Mansfield
Clerk: S Foster
Others: No members of the public.

1. Administration

- 1.1 To receive and approve apologies for absence
B Dearns, D Jones.
- 1.2 To receive declarations of interest in items on the agenda
None.
- 1.3 To consider any dispensation requests
None.
- 1.4 To approve the minutes of the Ordinary Meeting held on 21st November 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 Cox, seconded by Cllr Maddison. All in favour. Carried.*
- 1.5 To receive election 2018 timetable
Parish Council election will take place on Thursday 3rd May. It was agreed that the Clerk attend the Sunday bar on 1st April to help complete forms for anyone wishing to put themselves forward.
- 1.6 To receive information regarding appointing a Data Protection Officer
SLCC and NALC currently have a difference of opinion as to who can and should hold the position. They are discussing and will update when a standard opinion is available.

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/2017/1109	Listed building consent for reopening of blocked historic window and new window to opening	The Old Rectory, Church Way, Preston Capes NN11 3TE	Proposal: No objection. Proposed by Cllr Cox, seconded by Cllr Maddison. All in favour. Carried.

- 4.2 To report decisions received

Application No	Description of Development	Location of Development	Decision
None			

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

5. Highways and Footpath matters

To include:

- 5.1 Highways representative's report
Cllr Hughes will report potholes outside the village hall and also on the top road just past Swan Farm.
- 5.2 Footpath Representative's report
R Elkin's report was presented. Cllr Hughes reported that a repair can be made to the handrail on Main Street at a cost of approximately £6.
*Proposal: To authorise purchase of length of handrail and make the appropriate repair at an approximate cost of £6.00.
Proposed by Cllr Mansfield, seconded by Cllr Maddison. All in favour. Carried.*

- 5.3 Update on erection of post for speed sign
Cllr Cox has a metal post which will be passed to Mervyn Maddison for erection at Little Preston.
- 5.4 Concern over dog fouling issue
Cllr Cox offered to re-spray around the village.
- 5.5 Advice regarding salt spreading on the highway
Cllr Maddison reported that she had been challenged by a resident that the Parish Council should have been salt spreading in the recent snow. However, the matter is not the responsibility of the Parish Council. Residents can use the salt in the bins to spread on the highway. Discussion took place regarding the provision of salt which is being removed by NCC. Consideration will be given to the purchase of salt for future years. However, there was a question as to what impact this could have on the liability of the Parish Council.

6. Tree Warden's Report

Cllr Cox reported a couple of incidents of damage to trees in the recent heavy snow.

7. Update from Neighbourhood Watch/Police

Nothing to report.

8. Finance

- 8.1 To note income received
£ 0.11 Interest

8.2 To note bank balances as at 01.12.17

Lloyds Bank Treasurer's Account	£3,052.85	
Lloyds Bank Business Account	<u>£2,657.41</u>	
	£5,710.26	
Payments yet to clear	£ 487.91	
Total funds available		<u>£5,222.35</u>

- 8.3 To receive and ratify draft of 2018/2019 budget
No amendments were made to the draft presented at the November meeting – see page 1056.
Proposal: To accept the presented version and to place a precept demand on Daventry District Council of £4,700.
Proposed by Cllr Maddison, seconded by Cllr Cox. All in favour. Carried.

- 8.4 To update on drain clearance matter
No response has been received as yet from the contractor.

- 8.5 To note that tenders for mowing contract are not required until the 2019 season
Noted.

- 8.6 To receive request for financial support for Citizens Advice Bureau
A request had been received.
Proposal: To authorise donation of £50 to CAB.
Proposed by Cllr Maddison, seconded by Cllr Delacoe. All in favour. Carried.

- 8.7 To receive information on Local Government Pay 2018-2020
Initial information from NCALC had been circulated. Further clarification is awaited.

- 8.8 To approve payments

Details	Amount (£)	+ VAT (£)	Cheque Total (£)	Payee	Authority	Cheque no
Clerk's salary (Nov)	146.11	0.00	224.93	S Foster	LGA 1972 s 112	454
Clerk's expenses (Nov)	16.41	0.00				
Defibrillator pads	52.21	10.20				
Mowing (Inv 6796)	135.00	27.00	162.00	P Warden	Highways Act	455

Proposal: To approve payment of the above cheques.
Proposed by Cllr Maddison, seconded by Cllr Cox. All in favour. Carried.

9. Consultations

- 9.1 DDC – Historic England Neighbourhood Planning (Closed 15.12.17)
No comment.
- 9.2 DDC – Settlements and Countryside Local Plan Part 2 (Closes 26.01.18)
No comment.
- 9.3 DDC – Community Strategy (Closes 05.01.18)
No comment.
- 9.4 DDC – ICT Strategy (Closes 05.01.18)
No comment.

10. Correspondence Received

10.1	Merchant Navy Day Certificate	Noted
10.2	Daventry & District Forum Chairman's Report 2017	Noted
10.3	NALC Update (Emailed 06.12.17)	Noted
10.4	DDC re Planning Training (Emailed 07.12.17)	Noted
10.5	The Great British Spring Clean 2018 (Emailed 12.12.17)	Noted
10.6	DDC closures (Emailed 12.12.17)	Noted
10.7	Police & Crime Panel held on 14.12.17 (Emailed 12.12.17)	Cllr Hughes attended and reported back.
10.8	Notification of external auditor (Emailed 22.11.17)	Noted

11. Matters not covered on the agenda above

- 11.1 To update on sun shade for defibrillator
Deferred.
- 11.2 To report on costs associated with memorial days for 2018
The Clerk had circulated information. No action will be taken at this time.
- 11.3 To raise the matter of sponsoring a PCSO
Cllr Hughes reported that authority has been granted for an additional 12 PCSOs within the county. PCSOs can be provided to parishes in partnership with each other. It was noted that Woodford Halse already have their own PCSO (Carl Barton). Discussion took place and it was agreed that no action will be taken at this time as the Parish Council has no funds or requirement for a PCSO.
- 11.4 To report on Parish & Town Councils' Meeting on 14.12.17
Cllr Hughes had attended the meeting and raised a question regarding earlier notification of planning applications to Parish Councils. DDC responded that Parish Councils are already notified at the earliest possible time.

12. New matters requested for next agenda

None.

13. Diary dates for 2018

An extraordinary meeting will be called for Tuesday 16th January.

Parish Council Meetings: 20th February, 20th March, 17th April, 15th May, 19th June, 17th July, 18th September, 16th October, 20th November, 18th December.

Village Hall Lunchtime Bar 1st Sunday of each month

Village Hall Evening Bar 2nd Friday of each month

The Chairman closed the meeting at 8.50pm

Signed **Date**

BUDGET 2018-2019

Approved 18.11.17

	EXPENDITURE			INCOME		
	BUDGET 2017-2018	BUDGET ACTUAL To date	PROPOSED BUDGET 2018-2019	BUDGET 2017-2018	BUDGET ACTUAL To date	PROPOSED BUDGET 2018-2019
Administration						
Clerk's salary & PAYE	1700.00	1023.80	2000.00	0.00	0.00	0.00
Clerk's expenses	350.00	170.69	250.00	0.00	0.00	0.00
Repairs & Renewals	50.00	0.00	50.00	0.00	0.00	0.00
Audit	0.00	0.00	0.00	0.00	0.00	0.00
Donations and grants	0.00	0.00	0.00	0.00	0.00	0.00
Computer	0.00	0.00	0.00	0.00	0.00	0.00
Defibrillator	50.00	380.00	50.00	0.00	0.00	0.00
Election	200.00	0.00	200.00	0.00	0.00	0.00
ICO Registration	35.00	0.00	35.00	0.00	0.00	0.00
Insurance inc VAS sign & defib	250.00	244.18	250.00	0.00	0.00	0.00
Interest	0.00	0.00	0.00	0.00	0.93	0.00
NCALC	200.00	175.04	205.00	0.00	0.00	0.00
Publications	50.00	46.50	50.00	0.00	0.00	0.00
S137	75.00	79.00	75.00	0.00	21.25	0.00
Training	100.00	0.00	100.00	0.00	0.00	0.00
VAT	0.00	166.94	0.00	0.00	0.00	0.00
VHMC	160.00	56.00	160.00	0.00	0.00	0.00
Mowing						
Mowing	900.00	405.00	900.00	0.00	0.00	0.00
NCC mowing grant	0.00	0.00	0.00	417.00	0.00	417.00
Other ground work	400.00	0.00	400.00	0.00	0.00	0.00
Tree works	0.00	0.00	200.00	0.00	0.00	0.00
Platinum Jubilee/Coronation	0.00	0.00	200.00	0.00	0.00	0.00
TOTAL Contingency	0.00	200.00	0.00			
TOTAL Precept				4200.00	4617.00	4700.00
TOTAL Payments	4520.00	2947.15	5125.00			
TOTAL Receipts				4617.00	4639.18	5117.00