

**PRESTON CAPES PARISH COUNCIL
MINUTES OF THE ORDINARY MEETING HELD AT 7.45PM ON
TUESDAY 11TH DECEMBER 2018 IN THE VILLAGE HALL**

PRESENT: Parish Councillors: B Dearn, D Cox, D Hughes (Chairman), S Maddison, S Smith.
Clerk: S Foster
Others: No members of the public.

1. Administration

- 1.1 To receive and approve apologies for absence
R Mansfield – prior appointment
G Stanton – working.

Cllr Hughes announced that the Clerk had handed in one months' notice with effect from this evening. The process will begin for filling the position. The Clerk will also find out about with NCALC can provide cover in the event that the position is not filled.

- 1.2 To receive declarations of interest in items on the agenda
Cllr Cox declared an interest in Item 9.3 as the contractor appointed to carry out the work.

- 1.3 To consider any dispensation requests
None.

- 1.4 To approve the minutes of the ordinary meeting of 20th November 2018
The minutes of the meeting had been circulated.
*Proposal: To accept the minutes as a true and accurate record of the meeting.
Proposed by Cllr Smith, seconded by Cllr Maddison. All in favour. Carried.*

2. Regulatory Matters

- 2.1 To receive training record of all Parish Councillors
This is currently being put together.

- 2.2 To discuss and agree provision of Data Protection Officer for 2019/2020 financial year
Northants CALC can continue to provide this service but will initiate a £10 per annum charge. This was discussed and agreed.
*Proposal: To continue with Northants CALC acting as Data Protection Officer for Preston Capes Parish Council at a cost of £10 per annum.
Proposed by Cllr Maddison, seconded by Cllr Cox. All in favour. Carried.*

3. Public Time

None present.

4. Planning

- 4.1 To consider applications received
None.

- 4.2 To report decisions
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
Cllrs Dearn and Maddison reported that the potholes in Little Preston have been filled.

- 5.2 Footpath representative's report
Nothing to report.

- 5.3 To update on erection of post for speed sign
Deferred.

- 5.4 To update on water leak in Little Preston
It was reported that the leak is back because of the recent rain. During discussion, it was noted that this matter was initially raised in 2008 when NCC advised that there is no drain under the road and that, as a result, the matter is the responsibility of the land owner.

Cllr Maddison reported that the relationship with her neighbour has deteriorated somewhat and requested that her name not be associated with any further contact from the Parish Council. Cllr Maddison was advised that any further correspondence will be in the name of Preston Capes Parish Council and signed by the Chairman. The Clerk was requested to draft a letter to the resident which will be kept on file in case of any future accident or incident, as proof that the Parish Council has requested action be taken by the resident.

- 5.5 To consider manufacture of village gateways
Following discussion, it was agreed that this matter will not be progressed and should be removed from the agenda.
- 5.6 To update on grit bins
A report on the levels of grit contained in the bins adopted by PCPC was given and it was agreed that no grit needs to be ordered at the moment. One bin not mentioned on NCC's list will also be adopted by PCPC and Cllr Hughes will place the appropriate sign on it. All bins will be added to the Assets List.
- 5.7 To update on damage to noticeboard and defibrillator at Little Preston
The Clerk will chase the insurance company for information. It was noted that replacement will be in the region of £500 to replace and fit. Cllr Maddison will provide measurements and quotes to the Clerk.
6. **Tree Warden's Report**
Cllr Cox reported that a working party will be arranged to reduce the wild plum tree in Little Preston.
7. **Update from Neighbourhood Watch/Police**
A number of issues have been reported via email.

8. Correspondence Received


8.1	Clerks & Councils Direct – November 2018	Noted
	NCALC Friday Mini Update 16.11.18 (By email)	Noted
	DDC – Outcome of DDC Public Spaces Protection Order (By email)	Noted
	BHF – Ground-breaking Defib Project (By email)	Noted
	PCC – Information regarding unauthorised encampments (By email)	Noted
	DDC – Local Government Reform Update (By email)	Noted
	NCALC – e-Update (By email 30.11.18)	Noted
	DDC – Invitation to Parish & Town Councils' Meeting on 13.12.18 (By email)	Cllrs Hughes and Dearn to attend.

9. Finance

- 9.1 £ 0.16 Interest

9.2 To note bank balances as at 01.12.18

Lloyds Bank Treasurer's Account	£2,432.10	
Lloyds Bank Business Account	<u>£3,659.07</u>	
	£6,091.17	
Payments yet to clear	£ 348.62	
Total funds available		<u>£5,742.55</u>

- 9.3 To update on application re-made to DDC for funding towards wall repairs
The request for funding has again been rejected by DDC. The VHMC will be asked to raise the matter with their insurance company to see whether it might be covered.
- 9.4 To update on Lloyds Bank Mandate signatories
The Clerk is in the process of completing amendments to the mandate.
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9.5 To ratify draft budget for financial year 2019/2020

Proposal: To confirm precept demand on Daventry District Council of £6,500 for the financial year 2019/2020.

Proposed by Cllr Dearns, Cllr Maddison. All in favour.

9.6 To approve payments

Details	Amount (£)	+ VAT (£)	Cheque Total (£)	Payee	Authority	Cheque no
Clerk's salary (November)	159.64	0.00	179.97	S Foster	LGA 1972 s 112	489
Clerk's expenses (November)	20.33	0.00				
Vinyl stickers for grit bins	18.00	3.60	21.60	Amber Screen	PCA 1959	490
Data Protection Officer Service 01.04.19-31.03.20	10.00	0.00	10.00	NCALC	LGA 1972 s 112	491

Proposal: To approve payment of cheques as listed above.

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

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

Signs for outside the village hall

It was agreed that this is a matter for the VHMC which will be asked to progress the matter.

Armistice Lunch

The Clerk had been advised that no request for funds will be received by PCPC.

11. **Consultations/Surveys**

DDC – Provision of Housing Assistance Policy (Closes 06.01.19)

Individual comments to be made.

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

Nothing at this time.

13. **Diary dates**

Parish Council meetings: 19th February, 19th March, 16th April, 21st May, 18th June, 16th July,

17th September, 15th October, 19th November, 17th 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 8.25pm.

Signed  Date 19.2.19