

**PRESTON CAPES PARISH COUNCIL  
MINUTES OF THE ORDINARY MEETING HELD AT 7.45PM ON  
TUESDAY 20TH SEPTEMBER 2016 IN THE VILLAGE HALL**

**PRESENT:** Parish Councillors: D Hughes (Chairman), B Dearn, D Cox, S Delacoe, D Jones, R Mansfield  
Clerk: S Foster  
Others: County Councillor R Brown.

**1. Administration**

- 1.1 To receive and approve apologies for absence  
S Maddison – broken arm.
- 1.2 To receive declarations of interest in items on the agenda  
Cllr Delacoe declared an interest in item 9.3 as her husband is the recipient of Cheque 418.
- 1.3 To consider any dispensation requests  
None.
- 1.4 To approve the minutes of the Ordinary Meeting held on 19<sup>th</sup> July 2016  
Minutes had been circulated. No amendments were made. Minutes were proposed as a true record by Cllr Dearn, seconded by Cllr Jones. All in favour. Carried.
- 1.5 To approve the minutes of the Extraordinary Meeting held on 2<sup>nd</sup> August 2016  
Minutes had been circulated. No amendments were made. Minutes were proposed as a true record by Cllr Dearn, seconded by Cllr Delacoe. All in favour. Carried.

**2. Regulatory Matters**

None.

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

None.

**4. Public Time**

County Councillor Brown reported that he will be unable to attend any meetings until February 2017 due to County Council commitments.

**5. Planning**

- 5.1 To consider applications received

| Application No | Description of Development | Location of Development | Comment |
|----------------|----------------------------|-------------------------|---------|
| None           |                            |                         |         |

- 5.2 To report decisions received

| Application No | Description of Development                                 | Location of Development                                      | Decision |
|----------------|--|--|----------|
| DA/2016/0582   | Single storey extension                                    | Hall Farm House, Charwelton Road,<br>Preston Capes NN11 3TA  | Granted  |
| DA/2016/0609   | Conversion of former agricultural building to dwelling etc | Roadside Barn, Preston Fields Farm, Charwelton Road NN11 3SZ | Granted  |

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

**6. Highways and Footpath matters**

To include:

- 6.1 Highways representative's report  
It was reported that the stone wall to the left of the footpath alongside West Orchard Farm is starting to bow. The Clerk was asked to write to Mr Giles of Hall Farm, the owner of the wall.  
It was reported that a number of laurel bushes have been planted on the highway verge in front of Nether Preston House. Cllr Hughes will report the matter to NCC via Street Doctor.

6.2 Lack of maintenance of hedgerows  
Letters had been sent following the last meeting. Mr Tarry had responded that the land effected is owned by the Fawsley Estate who have already been notified.

6.3 Request for pedestrian signs  
Cllr Hughes reported that signs have been loaned by NCC.

**7. Tree Warden's Report**

To include:

7.1 Consideration of works to holly trees on The Square  
The final work will be carried out during late October/early November.

7.2 Consideration of any Japanese Knotweed within the village  
There is no sign at the moment of any Japanese Knotweed due to any dying back over the winter period.

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

Nothing to report.

**9. Finance**

9.1 To note income received  
£ 0.06 Interest  
£124.36 Transparency Grant Funding

9.2 To note bank balances as at 31.08.16  
Lloyds Bank Treasurer's Account £1,708.41  
Lloyds Bank Business Account £1,527.14  
£3,235.55  
Payments yet to clear £ 0.00  
Total funds available £3,235.55

9.3 To approve payments

| Details                | Amount (£) | + VAT (£) | Cheque Total (£) | Payee      | Authority     | Cheque no |
|------------------------|------------|-----------|------------------|------------|---------------|-----------|
| Clerk's salary – Aug   | 141.22     | 0.00      | 160.91           | S Foster   | LGA 1972 s112 | 416       |
| Clerk's expenses – Aug | 19.69      | 0.00      |                  |            | LGA 1972 s112 |           |
| Mowing                 | 135.00     | 27.00     | 135.00           | P W Warden | Highways Act  | 417       |
| Speed sign battery     | 46.96      | 0.00      | 46.96            | M Delacoe  | Highways Act  | 418       |

Proposal: To approve payment of the above cheques.

Proposed by Cllr Jones, seconded by Cllr Dearn. 5 for. 1 abstained. Carried.

9.4 To confirm invoice to Maidford Parish Council for one third share of cheque 418 above  
The Clerk confirmed that an invoice has been sent to Maidford Parish Council.

9.5 To agree actions regarding upcoming Pensions requirements  
Discussion took place as to whether the Parish Council has to register with a pension scheme. Cllr Hughes believes not but other Councillors believed it does.

9.6 To consider attendance at NCALC Pensions training by Clerk  
Due to the confusion in 9.5 above, it was agreed that the Parish Council should share the cost of the Clerk attending the NCALC training with Badby Parish Council.  
Proposal: That the Clerk attend the NCALC training and share the cost with Badby Parish Council  
Proposed by Cllr Dearn, seconded by Cllr Jones. All in favour. Carried.

9.7 To update regarding Transparency Grant funding application  
As reported above, the Grant has been received.

9.8 To receive and approve external audit report for financial year 2015/2016  
The external audit report had been received. No matters were raised.  
Proposal: To agree and accept the external report provided.  
Proposed by Cllr Dearn, seconded by Cllr Jones. All in favour. Carried.

**10. Consultations**

- 10.1 DDC Part 2A/B Local Plan Evidence Base Methodologies – Technical Consultation  
No comment to be made.
- 10.2 DDC – Taking part in Scrutiny & Improvement Task Panel.  
No comment to be made.

**11. Correspondence Received**

|       |  |                                 |
|-------|--|---------------------------------|
| 11.1  | Western Power re Unplanned Supply Interruption on 20.06.16                   | Noted                           |
| 11.2  | DDC – Care & Repair Grants Available (emailed 03.08.16)                      | Noted                           |
| 11.3  | DDC – Housing Supplementary Planning Document (emailed 03.08.16)             | Noted                           |
| 11.4  | NCALC E-update (also emailed 03.08.16)                                       | Noted                           |
| 11.5  | NCALC – Invitation to AGM on 08.10.16 (emailed 03.08.16)                     | Cllrs Dearn & Delacoe to attend |
| 11.6  | DDC – Rural Exception Scheme – Invitation to meet (emailed 03.08.16)         | Noted                           |
| 11.7  | NCALC – Friday Round-Up (emailed 17.08.16)                                   | Noted                           |
| 11.8  | DDC – Without prejudice comments on planning applications (emailed 05.09.16) | Noted                           |
| 11.9  | NCC – Superfast Broadband roll out   | Noted                           |
| 11.10 | Clerks & Councils Direct – Issue 107   | Noted                           |

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

- 12.1 To consider renewal of first aid training at £370 for up to 12 people  
Deferred due to Cllr Maddison's absence.

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

- 13.1 Cllr Dearn asked when NCC are due to mow the verges as a litter pick will be taking place on Sunday 16<sup>th</sup> October, 10am til noon. However, this was amended after the meeting to **23<sup>rd</sup> October**.
- 13.2 To consider concerns raised over cars being parked at and worked on at 33 High Street

**14. Diary dates for 2016**

Parish Council Meetings: 8<sup>th</sup> October, 15<sup>th</sup> November, 20<sup>th</sup> December.  
 Village Hall Lunchtime Bar 1<sup>st</sup> Sunday of each month  
 Village Hall Evening Bar 2<sup>nd</sup> Friday of each month

Following consideration of the confidential matter, the Chairman closed the meeting at 8.25pm

**Signed** ..... **Date** .....