

**PRESTON CAPES PARISH COUNCIL
MINUTES OF THE ORDINARY MEETING HELD AT 7.45PM ON
TUESDAY 17th OCTOBER 2017 IN THE VILLAGE HALL**

PRESENT: Parish Councillors: D Cox, B Dearn, 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
D Jones.
- 1.2 To receive declarations of interest in items on the agenda
Cllr Hughes declared interests in items 4.1 and 8.8.
- 1.3 To consider any dispensation requests
None.
- 1.4 To approve the minutes of the Ordinary Meeting held on 19th September 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 Maddison, seconded by Cllr Dearn. All in favour. Carried.*
- 1.5 To confirm dates for 2018 meetings and Annual Parish Meeting
Meeting dates were set for the third Tuesday in each month except January and August.
The Annual Village Meeting will be held on Thursday 17th May.

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/2017/0943 | Work to and removal of trees in a Conservation Area | The Old Rectory, Church Way, Preston Capes NN11 3TE | Proposal: No comment. * Proposed by Cllr Mansfield, second by Cllr Cox. Cllr Hughes abstained. Carried. |

* The Clerk should let DDC know that the house closest to the site (The Medlars) was not notified of this application.

- 4.2 To report decisions received
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 reported that works to the unofficial layby near Little Preston should be completed within the next 4 months. This is also the case for another unofficial layby close to Maidford Grange.
Cllr Hughes reported that the matter of the encroaching verge by The Square is considered by Street Doctor as not meeting intervention levels. This will be monitored.
- 5.2 Footpath Representative's report
Nothing to report.
- 5.3 Update on ownership of speed sign
Maidford PC has now received its new VAS and so Preston Capes PC takes over 100% ownership of

the older machine.

- 5.4 Update from NCC re CEG works
The Clerk will find out when works are due to take place.
- 5.5 Concern over dog fouling
Cllr Cox was asked to mark dog fouling, particularly near The Square and the route to the village hall.
- 5.6 Confirmation of Budding Communities success
The Clerk confirmed that the application had been successful. She will be notified when the bulbs are available for planting.
- 5.7 Update on Community Speed Watch
Cllr Hughes has circulated his letter on the matter. Preston Capes will be participating in 2018.

6. Tree Warden's Report

Cllr Cox reported that he had been contacted regarding the removal of a cherry tree which is believed to be causing concern over a house's foundations. He had advised the resident to contact DDC.

7. Update from Neighbourhood Watch/Police

- 7.1 Update from meeting with Stephen Mold
Cllrs Hughes and Dearn had attended. Issues reported were a new service delivery model and the creation of 4 hubs around the county – Daventry being one of them.

8. Finance

- 8.1 To note income received
- | | | |
|-----------|-------------------------------|--|
| £ 0.18 | Interest | |
| £ 128.22 | NCALC Transparency Fund grant | |
| £2,308.50 | DDC ½ year precept | |
- 8.2 To note bank balances as at 01.10.17
- | | | |
|---------------------------------|------------------|------------------|
| Lloyds Bank Treasurer's Account | £3,461.70 | |
| Lloyds Bank Business Account | <u>£2,528.30</u> | |
| | £5,990.00 | |
| Payments yet to clear | £ 362.00 | |
| Total funds available | | <u>£5,628.00</u> |
- 8.3 To receive external audit for financial year 2016/2017
Cllr Dearn reported that the external report had been received. One matter had been raised regarding the recording of a cheque which had not been cashed by the year end. The report was agreed and accepted by the Parish Council.
- 8.4 To receive half year budget update
The half year figures had been presented with explanations. Cllr Dearn also reported that he had carried out and signed off a bank reconciliation for the half year.
- 8.5 To arrange working party to produce first draft of 2018/2019 budget
The Clerk will arrange a working party meeting with Cllrs Hughes, Dearn and Cox.
- 8.6 To consider budget plans for future platinum jubilee or coronation celebrations
It was agreed that something in the region of £1,000 be built into the budgets over the next few years to fund Platinum Jubilee celebrations in 2022. However, it was noted that there may be coronation celebrations before then.
- 8.7 To consider request to attend Data Protection training at NCALC
It was agreed that the Clerk should attend on the basis of the cost being split 50/50 with Badby PC.
- 8.8 To discuss Stu Nicholls' invoice for drain clearance
Cllr Hughes had circulated a paper on this matter and updated the meeting that Anglian Water are actually responsible for works to drains outside the boundary lines of properties. It was noted that the resident who originally reported the matter had been mis-advised by DDC that this was a matter for the Parish Council. The Clerk had taken legal advice which confirmed that the Parish Council has no legal authority to fund such work. Discussion took place and it was agreed that Cllr Hughes had been unwittingly misled by the DDC advice but had acted as a responsible member of the Parish Council.

The Clerk was requested to write a letter explaining the situation to Anglian Water requesting that they pay the contractor's invoice. At the same time, a letter should be written to DDC expressing concern that incorrect information had been given which had led the Parish Council into this situation. Thanks went to Cllr Hughes for dealing with the matter in such a timely manner. A short report will be obtained from the contractor detailing the fault in the drain. This will also be forwarded to Anglian Water.

*Proposal: To obtain a short report from the contractor and to write to Anglian Water and DDC.
Proposed by Cllr Cox, seconded by Cllr Hughes. All in favour. Carried.*

8.9 To approve payments

| Details | Amount (£) | + VAT (£) | Cheque Total (£) | Payee | Authority | Cheque no |
|--|------------|-----------|------------------|-----------------------|----------------|-----------|
| Connecting defibrillator at Little Preston | 380.00 | 76.00 | 456.00 | Carlton Elec Services | Section 137 | 448 |
| Clerk's salary (Sept) | 152.61 | 0.00 | 170.79 | S Foster | LGA 1972 s 112 | 449 |
| Clerk's expenses (Sept) | 18.15 | 0.00 | | | | |
| Mowing (Inv 6783) | 135.00 | 27.00 | 162.00 | P Warden | Highways Act | 450 |
| Subscription | 35.00 | 0.00 | 35.00 | ICO | LGA 1972 s 112 | 451 |

Proposal: To approve payment of the above cheques.

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

9. Consultations

- 9.1 DDC re Planning Training (respond by 30.11.17)
The Clerk will respond.

10. Correspondence Received

| | | |
|------|---|-----------------------------------|
| 10.1 | NCALC Update (By email and hard copy) | Noted |
| 10.2 | Request to commemorate Holocaust Memorial Day 2018 (By email) | To be considered at a later date. |

11. Matters not covered on the agenda above

- 11.1 To update on sun shade for defibrillator
Deferred to next meeting.
- 11.2 To update on Budding Communities application.
Already covered.
- 11.3 To authorise Clerk to obtain mowing contract tenders for 2018/19
*Proposal: To authorise the Clerk to obtain three tenders for mowing.
Proposed by Cllr Dearn, seconded by Cllr Maddison. All in favour. Carried.*
- 11.4 To discuss Remembrance Sunday
Cllr Hughes invited parish councillors to attend the Remembrance Day service on 12.11.17.
Discussion took place regarding other memorial days which could be commemorated.

12. New matters requested for next agenda

13. Diary dates for 2017

| | |
|----------------------------|---|
| Parish Council Meetings: | 21 st November, 19 th December |
| Village Hall Lunchtime Bar | 1 st Sunday of each month (except June when it will be open last Sunday in May) |
| Village Hall Evening Bar | 2 nd Friday of each month |

The Chairman closed the meeting at 9.00pm

Signed Date