

**PRESTON CAPES PARISH COUNCIL  
MINUTES OF THE ORDINARY MEETING HELD AT 7.45PM ON  
TUESDAY 21<sup>st</sup> NOVEMBER 2017 IN THE VILLAGE HALL**

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

**1. Administration**

- 1.1 To receive and approve apologies for absence  
D Cox, B Dearn, D Jones, S Maddison.
- 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 17<sup>th</sup> October 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 Delacoe, seconded by Cllr Mansfield. All in favour. Carried.*

**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/2017/1009	Proposed new greenhouse	Manor Farm House, High Street, Preston Capes NN11 3TB	Proposal: No comment. Proposed by Cllr Mansfield, seconded by Cllr Delacoe. All in favour. Carried.
DA/2017/1020	Work to trees within a Conservation Area	St Peter and St Paul Church, Church Way, Preston Capes	Proposal: Support. Proposed by Cllr Delacoe, seconded by Cllr Mansfield. All in favour. Carried.
DA/2017/0992	Listed building consent for removal of asbestos sheet roof and replacement with natural slate, and replacement of internal staircase	Bank Cottage, Old Forge Lane, Preston Capes NN11 3TD	Proposal: No objection. Proposed by Cllr Hughes, seconded by Cllr Delacoe. All in favour. Carried.

- 4.2 To report decisions received

Application No	Description of Development	Location of Development	Decision
DA/2017/0711	Conversion and extension of stable building to dwelling	Village Farm, High Street, Preston Capes NN11 3TB	Granted
DA/2017/0720	Demolition of existing conservatory. Construction of two storey extension and conversion of garage to living accommodation	The Cedars, Church Way, Preston Capes NN11 3TE	Granted

- 4.3 Request for support for Byfield Medical Centre planning application (DA/2017/0826)  
Following discussion, it was agreed that the Parish Council wholeheartedly supports the application. The Clerk will write a letter of support. It was noted that individual responses can also be made.
- 4.4 Other planning matters (For report only)  
Nothing to report.
- 5. Highways and Footpath matters**  
To include:
- 5.1 Highways representative's report  
Nothing to report.

- 5.2 Footpath Representative's report  
Missing post and directional way marker discs on FD3 had been replaced and preliminary work has commenced on a replacement stile on DB2.
- 5.3 Update on erection of post for speed sign  
The clips had been obtained from Maidford PC. The post is yet to be put up.
- 5.4 Update from NCC re CEG works  
Some works had taken place. NCC had advised that no further works will be taking place. However, the insecure handrail on the High Street will be reported to Street Doctor by Cllr Hughes.
- 5.5 Concern over dog fouling issue  
Deferred to December.
- 5.6 To consider invitation to take part in Community Speed Watch  
It was noted that more members of the community are needed to take part.  
*Proposal: To take part in Community Speed Watch 2018*  
*Proposed by Cllr Hughes, seconded by Cllr Delacoe. All in favour. Carried.*
- 5.7 To consider and sign Urban Highway Grass Mowing 2018 contract  
An agreement had been received from NCC for £417.51 to cover the 2018 mowing season.  
*Proposal: To agree and sign Urban Highway Grass Mowing 2018 contract for £417.51.*  
*Proposed by Cllr Delacoe, seconded by Cllr Mansfield. All in favour. Carried.*
- 5.8 To update on CEG works  
Covered in 5.4 above.
- 5.9 To report intended closure of Charwelton Road/Eydon Lane from 15<sup>th</sup> to 24<sup>th</sup> January 2018  
Intention of the closure by Anglian Water will be publicised on Facebook and the Parish website.
- 5.10 To consider fly-tipping at Stowe Lane  
It was noted that this is not a case of fly tipping as the land-owner's son is preparing a bonfire.

**6. Tree Warden's Report**  
Nothing to report.

**7. Update from Neighbourhood Watch/Police**  
Nothing to report.

**8. Finance**

- 8.1 To note income received  
£ 0.12 Interest  
£ 128.22 NALC Transparency Grant  
£ 193.94 HMRC VAT Reclaim

8.2 To note bank balances as at 01.11.17

Lloyds Bank Treasurer's Account	£3,252.85	
Lloyds Bank Business Account	<u>£2,657.30</u>	
	£5,910.15	
Payments yet to clear	£ 362.00	
Total funds available		<u>£5,548.15</u>

- 8.3 To receive and discuss first draft of 2018/2019 budget  
A first draft had been circulated. An amendment was made to the Clerk's expenses. The second draft will be presented to the December meeting to ratify.
- 8.4 To update on drain clearance matter  
The Clerk is awaiting a report from the contractor in order to contact Anglian Water.
- 8.5 To receive tenders for mowing contract and to award contract for 2018/2019 season  
Deferred to December.

- 8.6 To approve purchase of new pads for defibrillator at a cost of £44.00 + VAT  
 Proposal: To approve purchase of new defibrillator pads at a cost of £44.00 + VAT.  
 Proposed by Cllr Hughes, seconded by Cllr Delacoe. All in favour. Carried.

8.7 To approve payments

Details	Amount (£)	+ VAT (£)	Cheque Total (£)	Payee	Authority	Cheque no
Clerk's salary (Oct)	146.11	0.00	163.94	S Foster	LGA 1972 s 112	452
Clerk's expenses (Oct)	17.83	0.00				
Mowing (Inv 6789)	135.00	27.00	162.00	P Warden	Highways Act	453

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

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

**9. Consultations**

- 9.1 DDC – Rough Sleeper Count for 09.11.17  
 Clerk to respond.
- 9.2 NCC – 2018-19 Budget Consultation (Closes 01.12.17)  
 Includes correspondence re proposed reduction in Trading Standards provision  
 Clerk to respond.
- 9.3 NCC – Northamptonshire Libraries and Information Service Review (Closes 13.01.18)  
 Clerk to respond.

**10. Correspondence Received**

10.1	DDC – Christmas arrangements (Emailed 08.11.17)	Noted.
10.2	DDC – Good Neighbours Scheme (Emailed 08.11.17)	Noted.
10.3	NCALC – Budgeting and Precept Information 2018/19 (Emailed 01.11.17)	Noted.
10.4	Police – Meeting with S Mold on 15.11.17 (Emailed 08.11.17)	Cllr Hughes attended and reported back on matters raised.
10.5	Clerks & Councils Direct – November 2017	Noted including article re Merchant Navy Day.
10.6	DDC – Parish & Town Councils' Meeting on 14.12.17 (Emailed 14.11.17)	Cllr Hughes will be attending. A question re notifying Parish Councils of planning applications when they are registered at DDC will be submitted.

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

- 11.1 To update on sun shade for defibrillator  
 Deferred to December.
- 11.2 To discuss discuss Holocaust Memorial Day and to note dates for other memorial days  
 The following memorial days for 2018 were raised:  
 Armed Forces Day 30.06.18  
 Battle of Britain Day 15.09.18  
 100 years since formation of RAF 01.04.18  
 Merchant Navy Day 03.09.18  
 The costs of Armed Forces Day flag and RAF ensign to be discussed at the December meeting.

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

None.

**13. Diary dates for 2017**

Parish Council Meetings: 19<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

The Chairman closed the meeting at 8.30pm

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