

**PRESTON CAPES PARISH COUNCIL  
MINUTES OF THE ORDINARY MEETING HELD AT 7.45PM ON  
TUESDAY 17<sup>th</sup> APRIL 2018 IN THE VILLAGE HALL**

**PRESENT:** Parish Councillors: D Cox, B Dearn, S Delacoe, D Hughes (Chairman), D Jones,  
S Maddison.  
Clerk: S Foster  
Others: District Councillor B Patchett, 1 member of the public.

**1. Administration**

- 1.1 To receive and approve apologies for absence  
Cllr Mansfield sent her apologies.
- 1.2 To receive declarations of interest in items on the agenda  
Cllr Delacoe declared an interest in cheque 464.
- 1.3 To consider any dispensation requests  
None.
- 1.4 To approve the minutes of the Ordinary meeting of 20<sup>th</sup> March 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 Dearn, seconded by Cllr Maddison. All in favour. Carried.*
- 1.5 To approve the minutes of the Extraordinary meeting of 15<sup>th</sup> March 2018  
*Proposal: To accept the minutes as a true and accurate record of the meeting.  
Proposed by Cllr Maddison, seconded by Cllr Jones. All in favour. Carried.*
- 1.6 To appoint a working group to review governance documents  
Cllrs Hughes, Dearn and Maddison will meet with the Clerk and report back to the May meeting.
- 1.7 To report result of Parish Council nominations for elections  
Cllr Hughes reported that Cllrs Cox, Delacoe and Jones would not be standing for re-election. Cllrs Dearn, Hughes, Maddison and Mansfield had stood. Rachel Bracher, Scilla Smith and Graham Stanton had also put themselves forward and so no election will be held in May but all seats are filled.

**2. Public Time**

District Councillor Patchett addressed the meeting. It was noted that this would be his last meeting as he not stood for re-election. Cllr Hughes thanked Cllr Patchett for all the work he had done on behalf of the District and the Parish over the years.  
There was some discussion as to the future of unitary authorities within the county.

**3. Planning**

- 3.1 To consider applications received

| Application No | Description of Development               | Location of Development                                   | Comment                                                                                                          |
|----------------|------------------------------------------|-----------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|
| DA/2018/0219   | Work to trees within a conservation area | Stone Place,<br>Old Forge Lane,<br>Preston Capes NN11 3TB | <i>Proposal: No objection.<br/>Proposed by Cllr Cox,<br/>seconded by Cllr Dearn.<br/>All in favour. Carried.</i> |

- 3.2 To report decision

| Application No | Description of Development               | Location of Development                  | Decision |
|----------------|------------------------------------------|------------------------------------------|----------|
| DA/2018/0095   | Work to trees within a conservation area | The Cedars, Church Way,<br>Preston Capes | Approved |

- 3.3 Other planning matters (For report only)  
Cllr Jones had been approached by a member of the public regarding the planting of trees on private land below the church. It was noted that this matter had been discussed at length at the February meeting at which it had been agreed that no action be taken by the Parish Council.

**4. Consultations/Surveys**

None

**5. Highways and Footpath matters**

To include:

**5.1 Highways representative's report**

Cllr Hughes reported that some potholes have been filled but others are appearing due to recent inclement weather conditions. Anyone can report potholes through Street Doctor or through Cllr Hughes.

Concern had been voiced about damage caused to The Square. This will be monitored.

The water issue at Little Preston was once again noted to be causing damage to the surface of the road. Anglian Water and NCC Highways have been notified by residents but the problem persists.

*Proposal: To write to the landowner.*

*Proposed by Cllr Maddison, seconded by Cllr Dearns. All in favour. Carried.*

Cllr Jones noted that a recent issue with drains on her property had been dealt with by Drain Doctor and Anglian Water and the area cleaned thoroughly.

**5.2 Footpath representative's report**

Nothing to report.

**5.3 Update on erection of post for speed sign**

Cllr Maddison will progress the matter with her husband.

**5.4 Update on part of fallen wall opposite village hall**

Cllr Cox will progress the matter.

**6. Tree Warden's Report**

Tree works at Langdale House have been completed.

Cllr Cox noted that he would be happy to continue as Tree Warden in the future.

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

Various updates from Neighbourhood Watch had been circulated.

**8. Correspondence Received**

|     |                                                      |       |
|-----|------------------------------------------------------|-------|
| 8.1 | NCALC Update – March/April 2018                      | Noted |
| 8.2 | DDC – Are you planning a centenary event? (By email) | Noted |
| 8.3 | Advance notice of cycle event (By email)             | Noted |
| 8.4 | Clerks & Councils Direct – March 2018                | Noted |

**9. Finance****9.1 To note income received**

£ 0.11 Interest

**9.2 To note bank balances as at 01.04.18**

|                                 |                  |                  |
|---------------------------------|------------------|------------------|
| Lloyds Bank Treasurer's Account | £2,207.68        |                  |
| Lloyds Bank Business Account    | <u>£2,657.85</u> |                  |
|                                 | £4,865.53        |                  |
| Payments yet to clear           | £ 162.84         |                  |
| Total funds available           |                  | <u>£4,702.69</u> |

The Finance Controller requested the transfer of £1,000 from the Business to the Treasurer's account.

**9.3 To update on drain clearance matter**

The Clerk had not yet sent a letter to Anglian Water as she still needs a copy of the contractor's invoice. The letter will be sent as soon as possible.

**9.4 To approve payments**

| Details                                    | Amount (£) | + VAT (£) | Cheque Total (£) | Payee          | Authority      | Cheque no |
|--------------------------------------------|------------|-----------|------------------|----------------|----------------|-----------|
| Clerk's salary (Feb)                       | 139.61     | 0.00      | 163.14           | S Foster       | LGA 1972 s 112 | 461       |
| Clerk's expenses (Feb)                     | 23.53      | 0.00      |                  |                |                |           |
| Purchase of 6 traffic cones                | 28.74      | 0.00      | 28.74            | D Hughes       | PCA 1959       | 462       |
| Membership subscription yr ending 31.03.19 | 179.52     | 0.00      | 179.52           | Northants CALC | LGA 1972 s 112 | 463       |

|                                        |        |      |        |              |                |     |
|----------------------------------------|--------|------|--------|--------------|----------------|-----|
| Village hall hire<br>01.01.18-31.03.18 | 29.75  | 0.00 | 29.75  | Village Hall | LGA 1972 s 112 | 464 |
| Clerk's salary (Mar)                   | 139.61 | 0.00 | 155.02 | S Foster     | LGA 1972 s 112 | 465 |
| Clerk's expenses (Mar)                 | 15.41  | 0.00 |        |              |                |     |

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

*Proposed by Cllr Maddison, seconded by Cllr Dearn. 5 in favour. 1 abstained. Carried.*

- 9.5 To discuss possible honorarium for provision of services in relation to the VAS sign  
Cllr Delacoe's husband has very kindly dealt with moving and charging the VAS sign for some time. He has offered to continue doing so once Cllr Delacoe steps down as Parish Councillor next month. Following discussion regarding the amount of time spent dealing with the VAS sign, it was agreed that an annual honorarium should be made available.

*Proposal: To pay an annual honorarium of £50 to M Delacoe on or after 5<sup>th</sup> May each year for as long as he continues to deal with the VAS sign.*

*Proposed by Cllr Hughes, seconded by Cllr Maddison. 5 in favour. 1 abstained. Carried.*

## 10. Matters not covered on the agenda above

- 10.1 To update on sun shade for defibrillator  
The shade is ready to put up.
- 10.2 To discuss condition of 33 High Street  
The Clerk had passed the matter to Rachel Booth at DDC and will chase a response. The Clerk was also asked to contact Environmental Health at DDC.
- 10.3 To discuss matter of land at Holly House  
The landowner had made an offer to the Parish Council to use a parcel of land for community engagement – possibly as allotments. Following some discussion, it was agreed that a site visit be made and the matter discussed at the May meeting.
- 10.4 To discuss grass mowing outside Preston Capes House  
Cllr Hughes reported that a parcel of land opposite Preston Capes House had been mown by a nearby resident for some years. However, he is now unable to continue and so the Parish Council mowing contractor needs to start cutting the area. A query was raised as to whether the Parish Council pays the contractor to cut The Square which Cllr Hughes now cuts. The Clerk was asked to request the contractor to commence mowing for this financial year.

## 12. New matters requested for next agenda

Litter pick update and planning of next event  
Parish Council email list

## 13. Diary dates for 2018

Parish Council meetings: 15<sup>th</sup> May, 19<sup>th</sup> June, 17<sup>th</sup> July, 18<sup>th</sup> September, 16<sup>th</sup> October,  
20<sup>th</sup> November, 18<sup>th</sup> December

Annual Village Meeting 17<sup>th</sup> May

Village Hall Lunchtime Bar: 1<sup>st</sup> Sunday of each month

Village Hall Evening Bar: 2<sup>nd</sup> Friday of each month

Before closing the meeting, Cllr Hughes noted the Parish Council's thanks to out-going Cllrs Cox, Jones and Delacoe as well as District Councillor Patchett.

The Clerk also thanked members of the Parish Council for their kindness during her recent absence and also for the beautiful flowers which she had received.

The Chairman closed the meeting at 8.25pm

Signed ..... Date .....