

**PRESTON CAPES PARISH COUNCIL
MINUTES OF THE ORDINARY MEETING HELD AT 7.45PM ON
TUESDAY 17TH JULY 2018 IN THE VILLAGE HALL**

PRESENT: Parish Councillors: B Dearn, D Hughes (Chairman), S Maddison, R Mansfield, S Smith.
Clerk: S Foster
Others: District Councillor J Gilford, 1 member of the public.

1. Administration

- 1.1 To receive and approve apologies for absence
R Bracher – ill
G Stanton – away.
- 1.2 To receive declarations of interest in items on the agenda
Cllr Hughes declared an interest as a trustee of the village hall for cheque number 476.
- 1.3 To consider any dispensation requests
None.
- 1.4 To approve the minutes of the Ordinary meeting of 19th June 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 Smith. All in favour. Carried.*

2. Regulatory Matters

- 2.1 To update regarding GDPR compliance
including adoption of GDPR policy, Records Retention Policy and Subject Access Request procedure
A working group had met to discuss the policies which had been circulated. Cllr Hughes has since pulled all the separate documents into one which was agreed.
*Proposal: To adopt the GDPR Policy documents as provided.
Proposed by Cllr Maddison, seconded by Cllr Smith. All in favour. Carried.*

Cllr Hughes requested a review of all policies over the next few months.

3. Public Time

District Councillor Gilford reported attendance at the Future Northants Consultation event. Cllr Hughes will report in greater details further on in the agenda. Cllr Gilford reported that the criteria for grant funding applications is due to be published on Thursday next week. With regards to the green waste collection service, Cllr Gilford has put forward a proposal not to charge charities, churches and village halls. She will be looking for organisation to be reimbursed if they have already paid. A decision is to be made next week at DDC. A review of salary scales at DDC will also be taking place next week.

4. Planning

- 4.1 To consider applications received

Application No	Description of Development	Location of Development	Comment
DA/2018/0522	Variation of Condition 2 of planning permission DA/2017/0711 (conversion and extension of stable building to dwelling) to amend plan to change rooflights on front elevation to dormer windows and removed glazed roof cover over entrance	Village Farm, High Street, Preston Capes NN11 3TB	Proposal: To support the application. Proposed by Cllr Hughes, seconded by Cllr Dearn. All in favour. Carried.

- 4.2 To report decision

Application No	Description of Development	Location of Development	Decision
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
Concerns were raised about overgrown hedges along Main Street. The Clerk was asked to write to all householders. Cllr Hughes will report the matter to Street Doctor.
- 5.2 Footpath representative's report
Nothing to report.
- 5.3 Update on erection of post for speed sign
Nothing to report.
- 5.4 To receive quotes for repair of fallen wall opposite village hall
Cllr Hughes is in the process of obtaining one quote coming. The Clerk will also request quotes from Butterworth Cox and Pete Bull.
- 5.5 Update on water leak at Little Preston
There is no water leak at the moment but there is a rust trail.

6. Tree Warden's Report

Nothing to report.

7. Update from Neighbourhood Watch/Police

A number of issues have been reported recently. Cllr Bracher has requested that CCTV issue be added to the agenda for the next meeting.

8. Correspondence Received

8.1	Invitation to Future Northants Consultation evening on 03.07.18 (By email)	Cllr Hughes attended. The figure of 300,000 for a unitary authority was queried by Cllr Hughes at this and a Question Time event. No adequate answer was provided and no evidence to back up the figure is available. An informal vote at the end of the meeting whether to have 2 or 3 unitary authorities saw a vote of 40 votes for 3 and only 1 vote for 2 authorities. At the Question Time vote, the vote was quite similar but there was an additional option of DDC with SNDC. Advice given was to respond to the survey with a request to disregard the 300,000 figure and to request 3 unitary authorities. Cllr Hughes urged everyone to complete the survey before 22 nd July. The Clerk was asked to circulate the covering email again and to put it on Facebook and the Parish Council website. It is envisaged that the first elections will take place in 2020.
8.2	NCALC – Friday mini-update (By email)	Noted.
8.3	DDC – Slides from Community Governance Review presentation (By email)	Noted.
8.4	PCC – Northants Police & Crime Commissioner News (By email)	Noted.
8.5	DDC – Groundwork Community Award (By email)	Cllr Hughes has published this on the Facebook page. The Village Hall is considering putting itself forward.
8.6	NCALC – Friday Mini Update (By email)	Noted.

9. Finance

9.1	£ 0.19 Interest		
9.2	To note bank balances as at 01.07.18		
	Lloyds Bank Treasurer's Account	£1,584.96	
	Lloyds Bank Business Account	<u>£4,658.23</u>	
		£6,243.19	
	Payments yet to clear	£1,037.07	
	Total funds available		<u>£5,206.12</u>

Cllr Dearns confirmed that he had signed the first quarter bank reconciliation and had carried out the first quarter budget update which had been circulated to all Councillors.

- 9.3 To update on Lloyds Bank Mandate signatories
The Clerk is in the process of completing amendments to the mandate.

9.4 To approve payments

Details	Amount (£)	+ VAT (£)	Cheque Total (£)	Payee	Authority	Cheque no
Clerk's salary (June)	153.14	0.00	172.95	S Foster	LGA 1972 s 112	475
Clerk's expenses (June)	19.81	0.00				
Village Hall Rental Quarter 2	56.00	0.00	56.00	Village Hall Committee	LGA 1972 s112	476
Mowing	270.00	54.00	324.00	P Warden	Highways Act	477

Proposal: To approve payment of the above cheques.

Proposed by Cllr Maddison, seconded by Cllr Smith. All in favour. 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. Clerk to chase Deb re putting it up. Following a concern raised, it was reported that the pads were changed recently.
- 10.2 To discuss arranging first aid training for community
Following information provided, Cllr Bracher will be asked to obtain costings.
- 10.3 To report on Armed Forces Day
The event went well and will be repeated next year. Merchant Navy Day will be recognised in September. Cllr Hughes will circulate details as it will be held before the next ordinary meeting.
- 10.4 To discuss and agree possibly applying for fully funded WW1 commemorative silhouettes
It was agreed that no purchase be made.
- 10.5 To discuss and agree possibly purchasing a WW1 memorial bench
It was agreed that although the benches look lovely, there is nowhere for one to go. A bench donated by the Finch family will be placed in Little Preston which Cllr Dearns will arrange.
- 10.6 To discuss possible arrangements to celebrate Armistice Day 2018
The village hall is arranging an event at lunchtime on 11th November. The PCC will be discussing what time to hold a service at it's next meeting. It was agreed that two representatives from each of the Village Hall, PC and PCC should form a working group.

11. Consultations/Surveys

DDC – Future Northants Consultation: Invitation for Parish & Town Councils (Closes 22.07.18)
Covered above.

12. New matters requested for next agenda

CCTV/ANPR.

13. Diary dates for 2018

Parish Council meetings: 18th September, 16th October, 20th November, 18th 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 8.37pm

Signed **Date**