

Minutes of Meeting of Whitbourne Parish Council

held on 3rd January 2018

Attendance:

Present: R. James (Chairman); M. Williams (MW); A. Evans (AE); N. Knight (NK); J. Cummins (JC);
J. Bromley (JB), P. Wood (PDW), G. Cupper (GC)

In Attendance: K Phillips (Clerk). Nigel Shaw (NS). No members of the public present.

1. Apologies for absence

J Walker

2. To receive declarations of interest

There were none.

3. Minutes of the Extraordinary Meeting: 20th November 2017

No changes required. The minutes were then approved (AE/MW). All in favour. Resolved.

4. Matters arising from minutes of meetings

There were no matters arising.

5. Receive report from CSO

The CSO was unable to attend. It was noted that the CSO will be holding a Cyber Awareness event at the next Coffee and Chat session (7th February 2018).

6. To receive Ward Councillor's report

- There has been a slight delay in the inspection of Rosemore Grange by the H&W Fire and Rescue service. The report will be sent to NS.
- The grit bins have now been placed (and filled) on Bringsty Common.
- The S106 spend has been delayed due to the HC Blue School House overspend.
- NS agreed to check the access restriction to Rosemore Grange and chase up action on the oak tree at the bottom of Stocking Lane.
- Gigaclear will be installing 'fibre to the premises', starting in February 2018.

7. To Receive Clerk's report

The Clerk's report covered the following

- Adoption of village telephone kiosk. The Clerk had received a copy of the adoption contract and had circulated it to Councillors prior to the meeting. It was decided to adopt the telephone kiosk for the fee of £1.00. Proposed PDW, seconded JC. All in favour. Resolved.
- The Clerk drew to the attention of Councillors the Transparency Act for Smaller Authorities, specifically the requirement for the publishing of draft minutes. It was agreed that the Clerk would publish the draft minutes 10 days after circulating to Councillors for comment.
- The Clerk briefed the meeting on the General Data Protection Regulations (GDPR) event led by HALC. It is essential that the Parish Council get specific posts appointed, policies and procedures in place and an internal review of how data is being managed.

8. Finance

a) To approve bank reconciliations to 1st November 2017

Approved. Proposed by MW and seconded by NK. All in favour. Resolved.

b) To approve income and expenditure reconciliation to 31st December 2017

Approved. Proposed by MW and seconded by NK. All in favour. Resolved.

c) To approve accounts for payment (amounts shown in table below)

Clerk Net Salary Dec 2017/ Jan 2018, Clerk HMRC Dec 2017/Jan 2018, Clerk expenses Nov/Dec 2017, Village Hall hire, Grant Thornton, Telephone Kiosk, Noticeboard refurbishment, PWLB. Proposed JC, seconded GC. All in favour. Resolved.

d) To review 2017/18 budget versus spend

The Clerk tabled the current position on spend versus budget. No issues were raised.

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9. Planning and planning decisions

- a) **Planning appeal – 172110** – Land adjacent to the Wheatsheaf Inn. A response will be drafted for the Clerk to publish on the Planning Inspectorate portal. The Parish Council continues to remain concerned about the application. Proposed JB, seconded AE. All in favour. Resolved.

10. Approval of Clerk to become member of SLCC

After a short discussion, it was decided to approve the Clerk joining the Society of Local Council Clerks (SLCC). Proposed MW, seconded JC. One abstention, remainder in favour. Resolved.

11. Decision – Lengthsman and P3 schemes for 2018.

After a short discussion, it was decided NOT to proceed with either scheme. Proposed GC, seconded AE. All in favour. Resolved.

12. Reports from subcommittees and working parties

- a) **Village Hall.** Bookings remain healthy. There are two vacancies to be filled (bookings secretary and treasurer).
- b) **Playing Fields.** No meetings since last time.
- c) **S106.** Stalled at the moment.
- d) **Manorial Court.** Discussions are being held with Natural England for a new Stewardship grant.

13. War Memorial refurbishment

Pre-application information and cost estimates are being collated. The use of lead paint is a Health and Safety issue and clarification is being sought.

14. To report village issues regarding road maintenance, clearance etc.

Issues noted were as follows:

- Tree bough protruding from hedge at the back of Old Forge. Speak to owner.
- Hedges on approach to village along C1066.
- Big pothole on A44
- Grit bin on Smeeths Corner.
- Grass cutting. Seek quotes for this coming season.
- Oak tree on village green. Suggestion to remove lower branches. To be discussed at next Parish Council meeting.
- Church Bank to be trimmed to allow primroses to flourish. JC will speak to contractor.
- Notice in the amenity area in Ardley Meadows of concern to the wider community. AE hopes to look at the notice and, if necessary, find out more about any concerns.
- Footpath stile between Howberry and Finchers needs urgent attention.

15. Public participation.

No public in attendance.

16. Items for future consideration

1/ Oak tree on the village green. 2/ Telephone kiosk, electricity supply.

The meeting closed at 21:04.

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Cheque No	Expenditure	Payment
300364	Clerk Salary (Dec 17/Jan 18)	£371.42
300357	Clerk HMRC (Dec 17/Jan 18)	£92.85
300358	Clerk Expenses (Nov/Dec 17)	£59.16
300359	CJS Services (Noticeboard refurbishment)	£80.00
300360	Whitbourne Village Hall	£24.00
300361	Grant Thornton	£120.00
300362	British Telecom (telephone kiosk adoption)	£1.00
Direct Debit	PWLB	£1748.13
Total		£2496.56

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Chairman – 3rd January 2108