



Nailstone Parish Council

Minutes of the Parish Council meeting held on Wednesday 31st January 2018 at 7.00 PM in the Parish Church, Nailstone

Present:

Cllr Cox, Cllr Higgott, Cllr Crane, Cllr Crooks, 8 members of the public and the clerk.

In the absence of the Chair the Vice Chair, Cllr Cox, opened the meeting and carried out the role of Chair.

386/2018 - Resolution to receive apologies for absence

- Apologies were noted from Cllr McCarthy-Young and Cllr Ould

387/2018 - Resolution to receive declarations of interest on items of the agenda

As agreed Declarations of Interest would be recorded at the start of each meeting. Councillors declaring an interest would still be entitled to take part in discussions unless the item is prejudicial, councillors would not be allowed to vote on the item or add opinion.

- N/A

388/2018 - Public Questions

Members of the public were asked to declare their name when addressing the Chairman if they wished for their name to be minuted in this section of the meeting, if they did not want their name mentioned they need not declare it.

- A member of the public asked why the budget for grounds maintenance had increased. *The Chair commented that the increase was based on the possibility of taking on additional areas of mowing throughout the village to ensure consistency, including the open part of the Churchyard, but needed agreement from the Church.*
- A member of the public asked whether the figure in the budget included both the internal and the external audit. *The clerk confirmed that it was for both.*
- A member of the public asked why the clerks salary had increased when the number of the meetings had been reduced. *The Chair commented that the clerk's salary is confidential information but stated that it has been raised in line with the NALC & SLCC 2016/2018 National Salary Awards.*
- A member of the public asked when the dog foul flyer was going to be available. *The Chair confirmed that this had been put on hold, flyers have been sent out previously on two occasions and it seems with little or no effect and we had hoped that the Clean Neighbourhoods Enforcement Officer would be attending this meeting so that they could provide guidance on the best course of action.*
- A member of the public asked what has happened since the meeting with Highways. *The Chair reported that following the site visit by Highways the parish council have received a proposal and we are in the process of seeking clarification on items listed and it will be discussed at a future meeting.*
- A member of the Nailstone Community Group reported that they are carrying out a litter pick on Saturday 3rd February and that litter pickers and bin bags are being provided by HBBC.
- A copy of Cllr Crooks report was circulated to councillors prior to the meeting and is available to members of the parish by contacting Cllr Crooks directly.



389/2018 – Resolution to approve and sign minutes of the Parish Council Meeting of the 14th December 2017 and the Extra Ordinary meeting of the 20th December 2017

The minutes of the meetings were circulated prior to the meeting and draft versions added to the website. Councillors approved both sets of minutes and the approved copies will be uploaded onto the website and put on the noticeboard.

390/2018 – Resolution to approve payment of outstanding accounts including authorisation of the purchase of the VAS battery and update on the purchase of plants

The Chair confirmed that since the December meeting there had been a need to replace the battery for the VAS, the cost of the battery was within the authorised spending limits of the clerk without formal approval at a council meeting. Councillors had been made aware of the purchase via email.

The Chair reported that the order for the plants was cancelled because the supplier could not meet the deadline for the Gardening Day being held by Nailstone Community Group. The plants were initially ordered and paid for online by the clerk and therefore the reimbursement was paid back into the same account. The clerk had been issued with a cheque by the Parish Council to cover the cost of the plants, £200.00. The clerk's expenses for the month totalled £288.78 so it was agreed that the clerk would only claim £88.78.

The clerk presented the following cheques for authorisation totalling £8,336.07. Councillors reviewed invoices and approved payments.

- 101386 – E.ON, electricity = £122.69
- 101387 – Oakberry Trees Ltd, Christmas tree = £348.40
- 101388 – Grant Thornton, additional payment = £25.00
- 101389 – Westcotec, new battery = £96.00
- 101390 – The Parish Notice Board Company, noticeboards = £1,620.00
- 101391 - Signs of the Times, village sign = £2,026.50
- 101392 – Hayes Garden World, benches = £3,458.70
- 101393 - H Chadwick, clerks salary and expenses for two months (minus £200.00 reimbursed to clerks account for plants for Gardening Day) = (£838.78) £638.78

391/2018 – Clerks reports

The clerk reported that in conjunction with the First Responder Group a training session on defibrillator awareness will take place on Wednesday 7th March at 7.30 PM in the Church. All members of the parish are welcome to attend and details will be added to the website, noticeboard and circulated around the village.

The clerk reported that at the December meeting a member of the public asked what plans the Parish Council had for spending their S106 monies. At the time councillors commented that they were unaware of any monies and tasked the clerk with looking into this. The clerk confirmed that there are S106 monies available and it was agreed that this item would be added to a future agenda for discussion.

392/2018 – Resolution to approve updated Standing Orders

At the December meeting it was agreed that the Standing Orders would need to be updated to reflect the changes to the meetings. The clerk circulated a copy of the updated Standing Orders to councillors prior to the meeting, councillors agreed to the changes.

393/2018 – Resolution to approve updated Financial Orders

The clerk circulated a copy of the updated Financial Orders to councillors prior to the meeting, councillors agreed to the changes.



394/2018 – Resolution to approve updated Asset Register for 2018/2019

The clerk circulated a copy of the updated Asset Register to councillors prior to the meeting, Cllr Cox requested that the swing be removed, councillors agreed to the changes

395/2018 – Resolution to approve to approve Parish & Community Initiative Grant application by All Saints Parish Church, Nailstone

The clerk reported that All Saints Parish Church were submitting an application for the refurbishment of the heaters which totalled £1,156 and had asked for support from the Parish Council. Cllr Crane had previously presented a precis of the application at a working party. Councillors were in support of the application which was then signed by the clerk and Cllr Crooks.

396/2018 – Resolution to formally agree the use of Church Meadow for a Pancake Race being organised by the Nailstone Community Group

It was reported that the Parish Council had granted permission provisionally based purely on the fact that the Parish Council gave permission to use the site in 2017 for the same event and because the relevant insurance documents have been provided. Councillors formally agreed to the use of Church Meadow.

397/2018 – To discuss the use of Church Meadow for regular events being organised by Nailstone Community Group and agree action

It was reported that a list of events being held by the Community Group had been circulated to councillors and permission had been requested to use Church Meadow. The Chair proposed that we grant permission for Church Meadow to be used for the Easter Egg Hunt on the 31st March providing the necessary insurance documents were in place, councillors were in support of this. The Chair proposed that we seek additional information on the other events including whether a music or alcohol licence will be required, the timing of the events and whether any equipment will be used and make a decision on the May, June and July events at the March meeting, councillors were in support of this and asked the clerk to contact the Community Group for more information.

398/2018 – To discuss benches in Church Meadow and agree action

Cllr Crane reported that it had been brought to his attention that a member of the public was removing the benches from Church Meadow and going to repair them. He had spoken with the member of the public to explain that any works to Parish Council property needed to be approved and that the Parish Council are in the process of ordering replacement benches as part of the funding received. Councillors agreed that the member of the public should be allowed to refurbish the benches if he wanted and that once the new benches arrived we could look for alternative locations for the refurbished benches or offer them to the school or the Church. Cllr Cox suggested that a statement should be added to website about parish council property and that permission should be sought before carrying out any works.

399/2018 – Result of proceedings following complaint received by the Chair

It was reported that a complaint was received from a parishioner by the Chair on the 13th November 2017. Following proper Parish Council procedures the complaint was investigated, upheld in part, and appropriate action taken.

400/2018 – To discuss planning application 18/00034/HOU – two storey rear extension, new porch and bay window to front and hard standing and associated vehicle access at 28 The Oval, Nailstone

Councillors reviewed the planning application and agreed that they had no objection.



401/2018 – Parish Councillor Updates

Cllr Crane reported that:

- He had concerns about the amount of extra time and pressure that the clerk was being put under by the numerous emails being sent by a member of the parish and questioned the reason as to why the requests were being submitted and that it is not realistic to expect an immediate response. Cllr Crane commented that he has been a councillor for many years and has not seen this number of requests from one person before. He commented that the Parish Council are fulfilling their duties inline with regulations. Cllr Cox commented that the Parish Council is not duty bound to respond to emails and Cllr Crane suggested that any questions or emails should be brought to council meetings. Cllr Higgott commented that she was aware of the amount of extra time the clerk was working and councillors offered their support.

Cllr Cox reported that:

- The Parish Council have received a proposal from Highways following their site visit and she is going to speak with Cllr Crooks about the proposal and how we move it forward.
- The school have received 'Good' as their outcome following the recent Ofsted inspection.
- On behalf of the Parish Council she wished prospective candidates good luck at the forthcoming election.

385/2017 – To discuss frequency of parish council meetings for 2018 and meeting dates

The clerk circulated a list of proposed meeting dates to councillors. Councillors were in agreement with the dates, the dates will be added to the website and circulated to Cllr Crooks, Cllr Ould and the Police.

The Chair closed the meeting at 19:55 PM.

Signed:

Date: