

SCALDWELL PARISH COUNCIL

Minutes of the Statutory Meeting of the Parish Council
held on Wednesday 28th March 2012
in Scaldwell Village Hall at 7.30pm

Present: Mrs P Long (Chairman)
Mrs M Vinton (Vice-Chairman)
Mr M Alcock
Mrs J Randell
Mr E O'Leary
Mr A Tait

In attendance: Mr J Harris (Clerk)
Four villagers

12/021 Apologies for absence

Apologies were received and accepted from Mr F Wiig.

12/022 Declaration of Interest

None.

12/023 Comments or questions from parishioners

None.

12/024 To approve and sign the Minutes of the Statutory Meeting of the Parish Council held on 18th January 2012

The minutes were approved and signed.

12/025 Matters arising from the Minutes (for information only)

These were covered in the various agenda items.

12/026 Planning Applications

For information:

- a) **DA/2011/0936 Formation of vehicular access. 2 Old Road, Scaldwell.** Awaiting decision.
- b) **DA/2011/0975 Installation of 168 photovoltaic solar panels on existing agricultural building. Scaldwell Lodge, Old Road, Scaldwell.** DDC approved 16/1/12
- c) **DA/2011/1003 Work to tree within a Conservation Area. Village Green, Scaldwell.** DDC approved 19/1/12
- d) **DA/2011/1028 Listed Building Consent – reinstate size of kitchen windows and one door to utility, open up existing internal rear door to toilet. The Grange, High Street, Scaldwell.** DDC approved 7/2/12
- e) **DA/2012/0005 Demolition of existing garage and construction of replacement garage. The Old Coach House, High Street, Scaldwell** DDC approved 22/2/12

12/027 Playing Field

a) Weekly inspection reports

The playing field has been closed so no inspections have taken place. Mr E O'Leary agreed to do the inspections until the next meeting.

b) Update from Scaldwell Playing Field Community Group

Re-opening event to take place on Saturday 31st March.

c) Update on QEII Fields Status: to consider approving and signing Fields in Trust Deed of

Dedication

Work ongoing to finalise Deed of Dedication.

12/028 Highways

Report on highways issues raised since the last meeting

Location of Salt bin: agreed it would be moved to near the wall on the green.

12/029 Financial matters - general

a) Monthly accounts to 29 February 2012

The monthly accounts were circulated to Councillors before the meeting together with a bank reconciliation. Annual Audit date 25th May. Employer Annual Return due by 19th May.

b) Money received:

i) Bank Interest to 3 January 2012 £3.64 Received 3/1/12

ii) Groundwork UK – playing field grant £28015.40 Received 30/1/12

c) To review the effectiveness of the Council's Internal Audit and Internal Control

This was reviewed. It was agreed to continue using the NCALC Internal Audit service. Mrs M Vinton agreed to take on the role of Internal Control for the finances.

d) To review the Council's Financial Regulations

This was reviewed; no amendments made.

e) To approve the updated and revised Assets Register for assets held on 31 March 2012

The updated register was approved.

f) Annual review of Clerk's pay & conditions

This was reviewed. It was agreed that the Clerk salary scale should be moved to SCP 27 from 1st April 2012.

12/030 Financial Matters - the following payments were approved

Broker Network Ltd (Came & Company)	Insurance for new playing field equipment	£57.92	Paid 18/1/12	Chq 684
Willows (Willows Nursery)	Willow Kits for Playing Field	£207.00	Paid 4/3/12	Chq 685
Wicksteed Leisure Ltd	Playing Field equipment (less 5%)	£33350.00	Paid 4/3/12	Chq 686
CPRE	Annual Subscription	£29.00	Paid 28/3/12	Chq 693
J Harris	Clerk's expenses (including SLCC membership) 1/1/12 to 20/3/12	£91.09	Paid 28/3/12	Chq 694
Pro-scape	Playing Field path	£10281.60	Paid 21/3/12	Chq 690
Scorpio Signs	Playing Field sign	£143.87	Paid 21/3/12	Chq 688
Willows (Willows Nursery)	Tunnel Extension Kits for Playing Field	£94.00	Paid 21/3/12	Chq 687
Glenn Fielding	Entertainer for Playing Field reopening event	£100.00	Paid 21/3/12	Chq 689
Northamptonshire Marquees	Playing Field reopening event	£525.00	Paid 21/3/12	Chq 691

Wicksteed Leisure Ltd.	Playing Field equipment	£268.48	Paid 21/3/12	Chq 692
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12/031 Risk Assessment

i) Risk assessment report on the Parish Council's assets

The bi-annual risk assessment report was presented to the council. There were no issues arising.

ii) Review of the Council's Risk Assessment policy and procedures

This was reviewed; no amendments made.

12/032 Review of the Parish Council's insurance requirements

This was reviewed. Clerk to contact insurers to ensure the latest play equipment is insured. Policy for renewal on 1st June will be checked once it is received. (Action-Clerk)

12/033 To consider community groups suitable for Jackson Grundy Community Support Initiative (CSI)

It was agreed to suggest the Parish Council is listed and then the PC can pass on any CSI grant funding for the benefit of the village or village organisations. (Clerk to pass on details)

12/034 Update from on Neighbourhood Watch Scheme

Clerk to contact those on the old NHW contact list and invite them and other villagers to the Annual Parish Meeting in the hope of Scaldwell signing up for the official Neighbourhood Watch programme.

12/035 To consider action to reduce litter problems

Street Doctor to be contacted about this again; the litter problems are on the sides of the roads coming into the village rather than in the village itself.

12/036 Report on Pitsford Reservoir meeting

Report received from Mrs J Randell. It was noted that the hosepipe ban comes into force on 5th April.

12/037 Village Green

i) To consider maintenance work to bus shelter

It was agreed to take up quote from Scaldwell Decorating Service for work to bus shelter. Use of a clear/light preserver will be requested.

ii) To consider maintenance work to phone box

Clerk to follow this up with BT and DDC re. repainting and repairs and also how the Listed Building Status affects this.

iii) To consider quotes for remedial work to Cedar tree

The Tree Warden offered to do this work without charge.

12/038 Bus service – to consider feedback from NCC

This was noted.

12/039 DDC Planning Notification – to consider response to updated changes

This was noted; no response to be sent.

12/040 Correspondence:

a) Correspondence for information only

12/041 Councillors' reports

1. Playing Field group – a villager offered to do a collection for the members of the SPFCG and buy them a thank you gift to be presented at the re-opening event.
2. East End field – noted that Creosote is seeping out of the stiles again. Clerk to notify Rights of Way.
3. Playing field / Village Hall sign – it was confirmed this should be placed on the corner at the end of East End. Mr M Alcock will install it.
4. Playing field – overhanging branches from East End field noted. Clerk to contact the landowner (it was noted that playing field has been inaccessible since it was previously reported).

12/042 Items for the next agenda

Usual Annual Meeting items.

12/043 Items for newsletter

Annual Report, including annual accounts. Note on Jackson Grundy CSI (Community Support Initiative).

12/044 Date of Annual Parish Meeting & Annual Meeting of the Parish Council

Annual Parish Meeting – Wednesday 9th May 2012 at 7.00pm.

Annual Meeting of the Parish Council – Wednesday 9th May 2012 at 7.45pm.

The meeting closed at 9.15pm.