

Scaldwell Parish Council

Chairman: Mr Eugene O'Leary Parish Clerk: Miss Alicia Schofield

Minutes of the Meeting of Scaldwell Parish Council held on Wednesday 15 July 2015 at 7.30pm in the Village Hall, School Lane, Scaldwell

Councillors in attendance: Mr E O'Leary Mrs P Long
Mrs A Curtis Mrs J Randall

District Councillor in attendance: Mr I Barratt

Public in attendance: Mr P Purcell, Mr M Neale (both until item 15/91)

ACTION

15/80 To receive apologies and to approve reasons for absence. Apology was received from Cllr Vinton, Cllr Lewis and Cllr Alcock. Council accepted their apologies and approved the reasons for absence.

15/81 To receive any declarations of interest for items on the agenda. Cllr O'Leary declared an interest for item 15/84 DA/2015/0590, Wisteria House is next to his property.

15/82 Public address: to receive comment and take questions from the public
District Councillor Barratt advised a planning officer would be carrying out a site visit to check the use of the farm buildings on land owned by the Cox family.
Mr Phil Purcell referred to the Standing Orders, a copy of which had been emailed to him by the Clerk. He suggested council may wish to reconsider the time allowed for public address. Council agreed they would place the item on the agenda for consideration at the September meeting.

Agenda

15/83 Approval and signing of minutes

- a) To approve and sign the minutes of the Annual General Meeting 20 May 2015. Council approved the minutes and they were signed by the Chair.
- b) To approve and sign the minutes of the extra meeting 8 July 2015. Further to removal of Cllr Curtis from the list of attendees and the inclusion of Cllr O'Leary to the list, council approved the minutes and they were signed by the Chair.

15/84 To report on actions or matters arising from the minutes

15/29 Liaise with Mr Lohn regarding the sheep barn. The action was outstanding with the Clerk. The action was amended as new query had been raised with council regarding the new stone surface on the public footpath off Holcot Lane that leads to the lower barn. The new stone path leading from the lower barn up the field to the village had also been queried. The matter is with Cllr O'Leary to liaise as considered appropriate.

E'OL

15/43 b) Bus shelter, Action outstanding with Cllr Long.

PL

15/45 Letter had been sent to Hamsons.

15/56 OMBBH minutes circulated.

15/71 f) Bonfire information circulated.

15/71 f) Holcot Lane, waste in field, ownership enquiry, outstanding with Cllr Alcock.

MA

15/71 f) Holcot Lane, caravans believed to have been moved.

15/85 **Planning update:** to receive update on progress of the following planning applications:

DA/2014/0950 LBC replacement windows, The Old House, East End. Cllr Vinton had spoken with the Clerk. Council agreed they would write to DDC to follow up on the email received with regard to the non-consideration of the application by planning committee.

**Clerk &
EO'L**

DA/2015/0564 Works to trees, The Rectory Farm, High Street. No decision yet from DDC.

DA/2015/0590 Removal of trees, Wisteria House, Back Lane. No decision yet from DDC.

DA/2015/0592 Works to trees, The Grange, High Street. No decision yet from DDC.

15/86 **Correspondence:** to consider and agree any actions

a) DDC consultation, Public Space Protection Order, Enhanced Dog Control Powers. Council agreed they would respond to the consultation and offer their support to both proposals.

Clerk

b) To receive other items of correspondence (*for information only*). None.

15/87 **Playing field**

a) To receive update report from the 'Friends of Scaldwell Playing Field' and agree any actions. A tidy-up session is to be held this Sunday.

b) To consider the risk assessment inspection reports received since the last meeting and agree any actions. The latest inspection reports referred to the hole on the boundary, the hole being on the neighbour's land. The Clerk will liaise with Georgina regarding this to try and resolve. Cllr Curtis will be at the tidy-up session and will liaise too.

**Clerk
AC**

15/88 **Local Council Award Scheme:** to receive report and to agree if the council will seek application to the scheme further to current foundation status expiry end December 2015. The Clerk had circulated the LCAS guide and additional supporting information with the agenda. After much discussion council agreed they would carry out the outstanding actions required to meet the foundation level, namely, production of an Action Plan and a Training Plan and Record of Training. Council made the decision not to apply at expiry but to work to ensure foundation level requirements were in place anyway. The Action Plan will come before the September meeting for consideration along with the training documentation.

**Clerk
Agenda**

15/89 **Website:** to receive report from working party and to agree any actions/recommendations. Martin Neale, as a working party member, showed to council boards with example of web pages for a new village website. The Clerk had circulated with the agenda an example 'Website Terms of Reference'. Council agreed to offer their support to the launch of a new Parish Council owned village website. The example Website Terms of Reference were discussed and it was agreed the working party would meet to review them and to produce a version for Scaldwell. The working party will also consider the practicality of administration rights and the loading of documentation to the website. The Parish Council thanked Martin Neale for his time and much valued assistance and for the website hosting

**Working
Party**

provided by his company. Due to the Clerk taking holiday, Martin will email to organise the next working party meeting.

- 15/91 Parish tidy-up:** to consider and agree any works/actions. The Clerk confirmed the works undertaken by the CEG. Council agreed the summer holiday months were not ideal for a tidy-up session so they would agenda this item again in September. There was discussion regarding the condition and position of the 2 seats on the footpath bounding the Manor, to the rear of the Green. The seats were now very rarely used due to tree cover and their relocation to the playing field was suggested. Cllr Curtis will liaise with Georgina.

Agenda

AC

- 15/92 Regular reports:** to receive reports and agree any actions:

a) Working parties

Broadband Cllr O'Leary reported following the preference survey. The Clerk had advised BT and Gigaclear. The survey was available on the website and it was agreed the newsletter article would include feedback. The working party will not be facilitating the BT option. The matter is now with Gigaclear to seek their 30%. Gigaclear has indicated they will begin campaigning at the end of September.

- b) Grass cutting (R&G).** Cllr Vinton had spoken to R&G regarding the weeds along the High Street and indications were they would assist.

- c) Tree management** The Clerk reported following the meeting between herself, Cllr O'Leary and the Tree Warden, Dylan Lewis. The Tree Warden had offered to prepare a draft guidance document for council to help when they consider applications for works to trees. A draft policy document is also to be prepared by the Tree Warden for tree management. The guidance and policy documents are intended to be presented for consideration at the November meeting. The maintenance works planned for some of the trees on the Green are still scheduled for this summer.

- d) Highways/RoW** The Clerk reported receipt of the waymarker signs. It was agreed Cllr O'Leary would meet with the Footpath Warden to assist with placement. The matter of dog access at footpath stiles was discussed following a response from the RoW officer on this point. NCC will only fund the installation of gates if the stiles are in a poor state of repair and in need of replacement. The stiles are not in a poor state of repair at the present time. Without NCC funding, if gates are still required, the cost must be met by the landowner or the community further to the agreement of the landowner. Council agreed they would not pursue the installation of gates at this time.

E O'L

- e) NHW/Police.** Nothing to report.

f) Parish Councillors

Cllr Randall

1. Referred to the intended public notice board for the bus shelter. The council budget provided for the purchase of the board. As previously discussed, a cork board was agreed as the way forward. The cost would be minimal and within budget so council agreed the Clerk should purchase the board and the council would see how practical and successful the new board was.

Clerk

2. Cllr Randall had received a number of comments regarding the traffic cones placed on the edge of the West End side of the Green. Council discussed the reason for the placement of the cones by Cllr Alcock; thought to be for ensuring access is kept clear for farm machinery to the farmyard. Council wondered if

signage could be used instead by Cllr Alcock. Cllr O'Leary will enquire with Cllr **E O'L** Alcock.

Cllr Curtis

Spoke of the dog poo left along Holcot Lane. Council agreed a reminder would be placed in the newsletter article to ask dog owners to please clear up after their dogs.

Cllr O'Leary

Referred to the village hall and advised of their intended placement of signage on the side of the building to ensure parking allows room for emergency vehicles to pass.

15/93 Finance

- a) To receive financial report for the period since the last meeting. Income received reported as £9.07 and £8.15 bank interest and £1,630.54 VAT refund from HMRC and £190.47 fundraising monies from the Playing Field Group. The reconciliation to the bank statements of 1 July 2015, £25,106.45, outstanding cheques £1,432.97, true balance £23,673.48, less ear-marked reserves of £11,928.67.
- b) To approve the following payments to be made. Approved by council.

Date	Chq no	Payment to	Description	VAT	Total (inc VAT)
15/07/15	861	Alicia Schofield	Salary & expenses for June & annual report printing (£12..00)		£211.14
15/07/15	862	HMRC	Employee tax liability P3		£44.20
15/07/15	863	R&G	Grass cutting HA 1980, s.96, OSA 1906 s 15., PHA 1875, s 164 and amendments	£110.74	£664.47
15/07/15	864	E-ON	Street light maintenance ¼ to 30/06/15 <i>PCA 1957 s.3, HA 1980 s.301</i>	£11.78	£70.68
31/07/15	865	Alicia Schofield	Salary & expenses for July		£199.14
31/07/15	866	HMRC	Employee tax liability P4		£44.20
			TOTAL		£1,233.83

- c) To receive report from Independent Internal Auditor and to consider any matters arising. The report had been circulated with the agenda. The points noted in the report were noted by council, namely the means of recording on the audit form any future DDC council tax grant and also the review of the scope of the risk assessment: the risk assessment review already actioned.

15/94

Newsletter: to agree any articles for the next edition of the newsletter
Website update with thanks, Superfast Broadband update with thanks, dog poo along Holcot Lane.

15/95

Forthcoming meetings: to note the meeting dates for 2015:
16 September, 18 November

Meeting closed by 9.30pm.