

Scaldwell Parish Council

Minutes of the Annual General Meeting of Scaldwell Parish Council held on Wednesday 15 May 2013 at 8pm in the Village Hall, School Lane, Scaldwell

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

District/County Councillors in attendance: None

Public in attendance: None

Minutes by Miss A Schofield (acting Clerk for the meeting)

13/037 To elect a Chairman and New Chairman to sign Acceptance of Office form

Cllr Long said she was willing to stand as Chair for a further year given the council circumstances at the present time following the resignation of Mr Barritt as Clerk and the need for a new appointment. Cllr Vinton proposed Cllr Long be elected as Chairman, with Cllr O'Leary seconding the proposal. Council duly elected Cllr Long as Chairman. Cllr Long signed the 'Acceptance of Office' form.

13/038 To elect a Vice- Chairman

Cllr Vinton expressed a wish to step down as Vice-Chairman and proposed Cllr O'Leary as a candidate for Vice-Chairman. Cllr Curtis seconded this proposal. Cllr O'Leary confirmed he would accept the role and with confirmation council duly elected Cllr O'Leary as their Vice-Chairman. Council thanked Cllr Vinton for her years of service as Vice-Chairman.

13/039 To receive and accept Apologies for Absence

No apologies were received and no reasons for absence received from Cllr Alcock. Council noted and expressed concern given Cllr Alcock's absence from the 6 and 20 March meeting and his late arrival at the 16 January meeting. Council noted the Footpath Warden, Ms D Kimbell and the Tree Warden, Mr Dylan Lewis, were unable to attend the meeting.

13/040 To receive and record Declarations of Interest

As a member of the Parochial Church Council, Cllr Randall declared an interest for item 13/049, consideration of a contribution for the repair of the church wall. Cllr Randall offered to leave the room when the item was being discussed and voted upon.

13/041 Public Time Comments or Questions from Parishioners

None.

13/042 To approve and sign the Minutes of the Extraordinary Parish Council meeting held on 6 March 2013. The minutes had been approved at the 20 March meeting.

13/043 To approve and sign the Minutes of the Statutory Meeting of the Parish Council held on 20 March 2013. The minutes from the 20 March meeting had been previously circulated. Council approved the minutes and the Chairman signed the minutes as a true record.

13/044 Matters arising from the Minutes for information only

- Cllr Long confirmed the letter to Mr Lohn had been sent but no reply had been received to date.
- Cllr Long confirmed there was nothing to report regarding Strawberry Fields and Brimlands Farm

13/045 To appoint Parish Council Representatives for other organisations and to approve responsibilities

- a) Foundation of Thomas Roe.** Council re-appointed Cllr Vinton and Cllr Long.
- b) Scaldwell Relief in Need Charity.** Council re-appointed Cllr Vinton and Cllr Long.
- c) Scaldwell Parish Trust.** Council re-appointed Cllr Vinton and Cllr Long.

- d) **Playing Field Community Group.** The group is called 'Friends of the Playing Field' No council representative was appointed.
- e) **Village Hall Management Committee.** Council re-appointed Cllr O'Leary.
- f) **Snow Warden.** Council re-appointed Cllr Alcock.
- g) **Footpath Warden.** Council re-appointed Ms Diane Kimbell.
- h) **Neighbourhood Watch Co-ordinator and Deputy co-ordinator.** Mrs S Dodds-Smith is the appointed co-ordinator, Cllr Curtis and Cllr Lewis are village contacts.
- i) **Tree warden.** Council re-appointed Mr Dylan Lewis.

13/046 To report on Planning Applications and to consider representations to Daventry District Council Planning Committee

DA/2013/087 Old Bakehouse extensions approved by DDC 26 March

DA/2013/098 Agricultural Building, East End, approved by DDC 5 April

DA/2013/197 Tree work, Sundial House, no DDC decision yet

DA/2013/228 The Grange, New boundary Wall, no DDC decision yet.
Cllrs Long, Vinton and O'Leary had visited the site and noted the wall had already been built and planting undertaken. They had spoken to DDC and reported back to Council that DDC had expressed no real concerns. No action to be taken by Council.

DA2013/229 As above, listed building consent, no DDC decision yet

DA2013/263 The Paddocks, removal of conifer trees
Council discussed this application at some length. The Tree Warden was not present, but Cllr Lewis was able to report that the warden thought the applicant may be able to reduce the size of the trees rather than remove them completely. Council was aware that one neighbour objected and wished to see the tree screen remain, whilst another neighbour wished to see their removal.

Council agreed they would object to the application and state that whilst they had sympathy with the applicant and can understand the desire to remove the conifers to create more light into their garden, it is felt that removing them would be contrary to the Village Design statement and have a detrimental effect on the existing tree line. Council is concerned that removing the screen provided by the trees may compromise the privacy of the neighbouring property and Council would encourage the applicant to re-submit a less drastic application. Council agreed Cllr Long would liaise with the former Clerk, Mr Barritt, to ensure the submission of the Council's response.

13/047 Playing field matters

- a) **To report on the new responsibilities for inspections and field management.** Cllr Long and Cllr O'Leary reported that Inspections and field management are now to be undertaken by the 'Friends of the Playing Field' group. 2 members of the group having attended a training course to enable them to undertake the inspections. Council thanked Cllr O'Leary for undertaking the many inspections prior to this change.
- b) **To receive and discuss Risk Assessment reports and reported actions.** The 2 May inspection had been previously circulated. Council noted the recommended action to look into an ultra sonic cat deterrent and noted a request had been made to council to consider purchase.
- c) **To receive an update on the damages cricket net.** The Clerk reported a delay in replacing the net as it had to be made to measure.
- d) **To approve the details of the Annual Playing Field inspection.** Council approved the use of Wickstead for the annual inspection, with representation from the Friends of the Playing Field group to join the inspection visit. It was noted there would be an additional cost for the group representative, but Council agreed this would be beneficial all round. Cllr Randall raised the issue of dogs in the playing field and whether sufficient signage was in place to prevent owners taking dogs in. Council agreed this matter would be an agenda item for consideration at the next meeting.

13/048 Highways matters

- a) **To report carriageway repairs completed on bridge by Packet's Lane.** Completed.
- b) **To consider whether a response is necessary to the statement of bus shelter ownership from Northants Highways.** The letter accompanying the statement of ownership did not require a reply if ownership details were correctly stated. With details correct, it was agreed no action was required by Council.

- c) **To report on progress in receiving information on the feasibility of making the “triangle” of road on the west side of The Green one-way.** Cllr Long reported the enquiry was still with MGWSP.

13/049 Financial Matters

- a) **To receive the Financial report for 2013-14 and to resolve its acceptance and to arrange internal audit.** Council noted the financial report previously circulated was for the period 2012-13 and not 2013-14 as stated on the agenda. The report for 2012-13 was presented at the Annual Parish Meeting. Council approved the report as circulated. Council agreed to the need for making arrangements to have the accounts audited by the NCALC internal auditor.
- b) **To receive and accept the bank reconciliation for period ending 5 May 2013.** The bank reconciliation had been previously circulated. Council approved the reconciliation noting the circulated reconciliation was dated 6 May with the agenda referring incorrectly to the 5 May.
 Current account £500.00
 Reserve account £23,915.18
 Cheques outstanding £509.42
 Balance carried forward £23,905.76

To report income and expenditure and reserves report previously circulated. Council accepted the income and reserves report as previously circulated for the period 1 to 31 April 2013.

- c) **To consider whether the level of Insurance held is adequate and to accept the renewal invitation and to approve the Asset Register as a true record of value.** The Asset Register had been previously circulated. Council approved the register as circulated with a value of £96,750.01. Council considered the insurance renewal invitation and the level of insurance held. Council approved the renewal and level of insurance held.
- d) **To approve the following bills for payment.**

Council approved retrospective payment of the following:

Date	Chq no	Payment to	Description	Amount
30.4.13	746	E-ON	Electricity Bill	£183.83
30.4.13	747	NCALC	Subs and internal audit	£254.91
30.4.13	748	E-ON	Lights maintenance	£70.68
				£509.42

Council approved payment to be made for the following:

Date	Chq no	Payment to	Description	Amount
15.5.13	749	Broker Network Ltd	Insurance renewal	£1057.51
15.5.13	750	Smith of Derby	Church Clock Service	£241.20
15.5.13	751	R & G	Grass cutting	£307.97
15.3.13	752	R & G	Grass cutting	£145.36
				£1752.04

- e) **To consider a contribution to the cost of wall repairs under section 137 of the Local Government Act, estimated total cost of £1210 (ex VAT).** Cllr Randall provided Council with a copy of the estimate. Cllr Randall was invited to remain in the room during consideration of this item to allow Council to ask questions of her regarding the matter. Cllr Randall confirmed the PCC, besides approaching the Council for funding, had applied for grants to help fund the repair. The Clerk explained to Council there was no 2013-14 budget allocation to fund the repair. Any monies given to the PCC would need to be allocated from reserves thus Council should be satisfied they have sufficient reserve funds available. Council considered this and it was agreed sufficient funds were available. Council agreed to make the offer of a contribution towards the church wall repair. Knowing the PCC had applied for grant funding, the Council agreed to make up any shortfall from grant funding up to a maximum contribution of £500.
- f) **To consider whether to apply to renew the Parish Council's membership of the Jackson Grundy Community Grant scheme.** Council agreed to apply for membership for another year.

13/050 To report on Clerk's employment

Cllr Long read to Council the letter of resignation she had received from the Clerk, Mr Barritt. Mr Barritt explained that he was no longer able to serve as Clerk to the Council due to the incompatibility this created with his new role following his election as a District Councillor. Council was thankful to Mr Barritt for the work he had undertaken as Clerk. Cllr Long reported her consultation with Danny Moody of NCALC. Taking his advice on board, Council agreed to delegate the work of appointing a new Clerk to Cllr Long and Cllr O'Leary, who confirmed the position would be advertised with the intention of seeking a qualified Clerk.

13/051 Crime update

There were no reported cases in Scaldwell in March or April.

13/052 Correspondence for possible action

- a) Have a Field Day. Correspondence has been passed to the Friends of the Playing Field group.
- b) DDC Code of Conduct letter, Monitoring Officer, Mr Simon Bovey. To consider each Councillor completing a new copy of the register of member's interests in accordance with the new code adopted by the Parish Council at their July 2012 meeting. Agreed by Council. The documents are to be passed to Cllr Long who will retain them for collection by the acting Clerk, A Schofield, who will send to DDC Monitoring Officer, retaining a copy so the details may be placed on the Scaldwell Parish Council website.

13/053 Correspondence for circulation

- a) CPRE 5 publications
- b) Northampton College promotional brochure

13/054 Councillor's Reports

Cllr Lewis and Cllr Curtis reported slight problem with their authorisation for the bank account, although they believe the problem has now been addressed.

Cllr Vinton referred to the area of grass to the front of the property, The Old Fox, High Street and requested Council include the area within the grass cutting contract. The property is on the market and the current owner arrangement for the grass cutting will cease. Given Council considered the grass part of the general village green area it was agreed by Council that it was appropriate to include the area. The Clerk is to arrange inclusion with the contractor. Council accepted the contractor may wish to make an additional charge

Cllr Randall reported following her attendance at the annual Pitsford Water User Group meeting. It was reported the wettest summer since their records began. Installation of the new signage is complete. Additional bollards have been placed to the grass verges near the causeway for safety reasons. The bollards erected in Grange Lane, Pitsford village, were reported successful. There have been no cases of ash die on site. There has been a 10p increase to the parking fees. The dog waste bins have been installed in Pitsford. A dog walking area has been created in Grange Lane. Tree work has been undertaken and all trees attended to were reported safe. The bank erosion works are complete. There are plans to hold a triathlon and a folk festival.

Cllr Long reported receipt of a letter from MP Chris Heaton-Harris regarding the changes to the standards regime and also the abolition of the Regional Spatial Strategy for the East Midlands: letter is to be circulated.

Cllr Lewis and Cllr Curtis said they hoped to attend the next CPRE branch meeting, 27 June.

13/055 To receive items for the next meeting's Agenda

Ultra sonic cat deterrent for the Playing Fields.

Signage restricting access for dogs to the Playing Fields.

13/056 Date of next meeting

17 July 2013.

Meeting closed at 9.30pm