

**MINUTES OF THE ORDINARY MEETING OF BADBY PARISH COUNCIL
HELD IN THE VILLAGE HALL AT 7.30 P.M. ON MONDAY 8th OCTOBER 2018**

THE FOLLOWING WERE PRESENT:

Councillors: Mr Steve Chandler (SC), Mr Peter Johnson (PJ), Mrs K Griffiths (KG), Mr Naaman Ostah (NO), Mr Richard Piner (RP) (Chairman), Mr N Snell (NS), Mr Martin Walton (MW).

Others: Mrs Sharon Foster (Clerk), District Councillor J Gilford, 4 Members of the public.

001/10/18 Administration

- a. To receive and approve apologies for absence
Mr E Judd (EJ) – working.
- b. To receive declarations of interest in items on the agenda
None.
- c. To consider any dispensation requests
None.
- d. To approve the minutes of the extraordinary meeting held on 10th September 2018
The draft minutes had been circulated prior to the meeting.
*Proposal: To accept the minutes as circulated as a true and accurate record of the meeting.
Proposed by PJ, seconded by SC. All in favour. Carried.*
- e. To approve the minutes of the extraordinary meeting held on 24th September 2018
The draft minutes had been circulated prior to the meeting.
*Proposal: To accept the minutes as circulated as a true and accurate record of the meeting.
Proposed by PJ, seconded by RP. All in favour. Carried.*
- f. To co-opt Parish Council member to fill vacancy
The process is ongoing.

002/10/18 Matters arising from the minutes (for information only)

Nothing to report.

003/10/18 Public Participation

A member of the public reported that the footpath between Neneside and Berry Green Farm is impassable and needs reporting to Street Doctor.
A member of the public enquired as to the ownership of the tree at the junction of Chapel Lane and Park Close.

004/10/18 Reports from County and District Councillors

District Councillor Gilford updated the meeting with regards to unitary authorities and financial impacts on DDC. She reported that 2019 elections are likely to be postponed until 2020. This will affect Badby Parish Council.

005/10/18 Planning (MR)

- a. To consider applications received

| Application No | Description | Location | Comment |
|----------------|--|--|--|
| DA/2018/0798 | Remove tree within a conservation area | The Laurels, The Green, Badby NN11 3AF | <i>Proposal: To make no comment. Proposed by SC. Seconded by NO. All in favour. Carried.</i> |

RP reported that two applications will be presented to the next DDC Planning Committee. Both of the applications are being recommended by the Planning Officer in direct contrast to the comments made by Badby Parish Council. PJ offered to speak on behalf of the Parish Council on the matter of DA/2018/0409. Following concerns over a lack of communication when considering applications, it was agreed that the matter be added to the agenda for the next meeting.

**Action: PJ to attend Planning Committee Meeting
Clerk to add to agenda**

- b. To consider decisions received and related correspondence
None.
- c. To note non-Material Amendment/Permitted Development applications lodged with DDC
None.
- d. To consider appeals received
None.

006/10/18 Consultations

Since publication of the agenda, two consultations had been received – NCC Adult Social Care Preventions Consultations for Hearing Impaired and Visual Impaired. The Clerk had circulated these to Councillors and published them on the parish website with a request that individual responses be made.

007/10/18 Ongoing business (To receive reports on the following items and consider any action to be taken)

- a. Burial grounds (RP)
 - To discuss and review quotes for works works to churchyard boundary wall
 - The Clerk reported that differing opinions had been received from DDC as to what works would be required. It was noted that the Parish Council's principal responsibility is one of health and safety. To this end, enquiries will be made into what funding avenues are available – including long-term loans and grants. An application will be made to DDC by NS and the Clerk.
 - Action: Clerk and NS to make application and to research funding avenues**
- b. Highways, streetlighting and road safety (EJ, MW)
 - To update on BPC24 and costs for replacement of BPC44
 - BPC24 has been repaired. The Clerk confirmed that the cost of replacing BPC44 would be £350.
 - Proposal: To replace BPC44 at a cost of £350.*
 - Proposed by RP, seconded by MW. All in favour. Carried.*
 - To update on works to street lighting identified during Assets review
 - Works have been requested at the same time as repairing BPC33 on Stoneway. The Clerk was also asked to report that the light by the playing field was on during the day and that a box cover was hanging off of the light at the corner of Church Green and Church Hill.
 - Action: Clerk to report**
 - To confirm ownership transfer from NCC of five grit bins
 - The Clerk reported that amendments have been made to the agreement with NCC following intervention from NCALC. She also requested authorisation to obtain replacement signage for each of the bins. An auditable trace of management will be provided by NS. Discussion was had as to whether Parish Councils might be able to work together to fill bins. It was agreed that this could be difficult logistically.
 - Action: Clerk to obtain new signs**
 - Action: NS to draft management scheme**
- c. Neighbourhood Plan (KG, NO)
 - The examiner's comments had been received and are currently being considered.
- d. Newsletter, publicity and Website (EJ)
 - To update on inclusion on website of Councillors' photos and details, and a "Who to contact" page
 - The Clerk and EJ had met to discuss the website. No amendments will be made at this time.
 - The Clerk will update the website this month with Parish Councillor details.
 - Action: Clerk**
- e. Parish Works (PJ, MW)
 - To update on requests to NCC and DDC for works to be carried out
 - The Clerk reported that repairs to the end of the path to the village hall are outside NCC intervention levels but will be monitored. Cutting back of foliage at the side of Bunkers Hill and Brookside Lane have been referred to Sheila Gilder at MGWSP.

To update on regular Community Clean-up Group
The next event will be Sunday 28th October. Unfortunately, inclement weather had affected attendance at the September event. Following a meeting with Sheila Gilder from MGWSP, a number of items had been added to the list. A request was made to consider purchase of equipment for use by the Clean-up Group but it was agreed not to do so on the grounds of the health and safety implications of doing so.

f. Playing field, allotments and cricket club (PJ, NS)

A request had been received from Badby school to use the playing field whilst building works are taking place at the school. It was noted that the area is public and so can be used. The Clerk will make enquiries as to whether a key to the cricket pavilion might be made available for the use of toilet facilities.

Action: Clerk to advise and enquire

To include presentation of Playing Field Inspection report
The Report had not been circulated by the Clerk and so was deferred.

Action: Clerk to circulate

To update on situation with Badby Cricket Club and Farthingstone Nomads Cricket Club
The Clerk reported that a meeting will be taking place between the two cricket clubs. However, it was noted that both Clubs need to be aware of legal implications on the lease and so NS will draft an email to be sent to them for consideration at their meeting.

Action: NS to draft email

g. Trees, greens, verges and footpaths (SC, KG)

SC will report to Street Doctor the need to clear the footpath at Neneside.

The contractor will be asked to finish tree works in the churchyard and enquiries will be made as to the cost of a band to support the branches of one of the yew trees once the ivy has been removed.

Action: Clerk to follow up

To update on the creation of a leisure/nature area below the Village Hall
Nothing to report.

To consider request to remove tree on the junction of Park Close and Chapel Lane
DDC had advised that the tree can be removed but should be replaced. The Clerk will determine ownership of the tree.

Action: Clerk to follow up

To consider request for work to tree on The Green from resident
DDC had advised that works can be carried out to the tree. The Clean-up Group was authorised to carry out removal of small branches.

Action: Clean-up group to carry out works

To consider request for memorial marker to the late Roy Barnett
Consideration was given to the planting of a replacement tree at the junction of Park Close and Chapel Lane and memorial plaque. Further enquiries will be made.

Action: RP and a member of the public to make enquiries

To update on grit bin agreement with NCC
Already covered above.

h. Village Hall and defibrillator (RP)

Nothing to report.

i. Forthcoming events and reports from events attended

Annual Good Neighbour Scheme on 01.10.18
NO had been unable to attend due to illness.

RP and EJ had attended the NCALC AGM which voiced concerns over the future changes to unitary authorities.

008/10/18 Finance (MR, NS)

- a. To note income received
 £ 0.82 HSBC – Interest (September)
 £9,300.00 DDC Half year precept payment

- b. To approve payments

| Details | Amount (£) | + VAT (£) | Cheque Total (£) | Within Budget | Payee | Authority | Cheque no |
|--|------------|-----------|------------------|---------------|------------------------|---------------------------------|--------------|
| Electricity 01.09.18-30.09.18 | 169.18 | 32.69 | 201.87 | Yes | SSE | PCA 1957 | Direct Debit |
| Salary – 01.09.18-30.09.18 | 411.90 | 0.00 | 445.81 | Yes | S Foster | LGA 1972 s 112 | 561 |
| Expenses – 01.09.18-30.09.18 | 33.91 | 0.00 | | | | | |
| External audit of accounts for Financial Year 2017/2018 | 200.00 | 0.00 | 240.00 | No | PKF Littejohn | Accs & Audit Regs | 562 |
| Play area inspection | 65.00 | 13.00 | 78.00 | Yes | The Play Inspection Co | Open Spaces Act 1906 s9 and s10 | 563 |
| Data protection fee 03.11.18-02.11.19 | 40.00 | 0.00 | 40.00 | Yes | ICO | LGA 1972 s112 | 564 |
| Cemetery Mowing September 2018 | 120.00 | 0.00 | 120.00 | Yes | F Clark | Open Spaces Act 1906 s 9 & 10 | 565 |

Proposal: To approve cheques for payment.

Proposed by NS, seconded by PJ. All in favour. Carried.

Action: Clerk to distribute cheques

- c. To note bank balances

| | | | |
|------------------------------------|------------------|------------|-----------------|
| As at 1 st October 2018 | HSBC current a/c | £22,650.15 | |
| | HSBC deposit a/c | £ 5,017.96 | £27,668.11 |
| | Uncashed cheques | | <u>£ 728.98</u> |
| | Available funds | | £26,939.70 |

- d. To receive external audit report for financial year 2017/2018
 The external report had been received and accepted by the Parish Council.
- e. To receive half year budget report for financial year 2018/2019
 The figures had been circulated. Minor amendments were made.
- f. To form working party to prepare draft budget for financial year 2019/2020
 NS, RP and the Clerk will meet to prepare a first draft.
- g. Projects update
 To confirm submission of grant funding applications
 Applications had been made and will be considered by DDC at the end of October.
- To update on Boundary Walk
 SC is in contact with a number of landowners.
- To update on request for play area from residents
 No further action will be taken until the result of the grant funding application is known.

009/10/18 Correspondence (Folder in circulation)

The Clerk – September 2018
 Clerks & Councils Direct – September 2018
 Royal Mail – Scam Mail

010/10/18 New matters requested for next month's meeting

Nothing at the moment.

011/10/18 Date of future Ordinary meetings

To agree dates for meetings in 2019
 Dates were agreed as the second Monday of each month.
 12th November, 10th December.

The meeting then closed at 9.25pm.