

“DRAFT COPY “

**Minutes of the ANNUAL MEETING of Blyton Parish Council held in the
Council Room on Monday 23rd May 2016 at 7.30 pm.**

Present: Councillor O Bates
Councillor R Turnbull
Councillor M Solomon
Councillor A Clark
Councillor J Daubney
Councillor B Barley
Councillor C Quirke
Councillor M Harrison
Miss J Bates (Clerk)

Apologies: Councillor T Hedges
District Councillor P Mewes

Also present: Ian McDonald representing Blyton Bombers
Amit Johanputra

The Chairman welcomed the two guests to the meeting.

Mr McDonald had come on behalf of Blyton Bombers to confirm that there will be a team for the upcoming year and had brought along the signed lease. He was concerned about the grass and the moles, and enquired as to whether there was a regular day that the field was cut. The Chairman explained that the contractor had experienced some problems with his mower but is hopefully now on top of that and there is a contract in place for the removal of the moles, but this seemed to be proving difficult to keep on top of at the moment, clerk to deal and liaise between all three parties.

Mr McDonald also explained that he currently runs a small un-manned aircraft company, more commonly known as Drones, he was seeking permission from the landowners of the Playing Field for him to be able to take off and land the aircraft on the field, as required by aviation law. The clerk to take advice from LALC and contact Strawsons, and then would be in touch.

Mr Amit was in attendance to show the Councillors new signage he would be submitting for planning permission, he was hoping to gain Councillor's opinions as to what they thought. He also explained that the building would be rendered, he was hoping the shop would be opened by the middle of June but was currently experiencing problems regarding the condensers he needs to have fitted and so this could put the opening back to the middle of July.

The Chairman thanked him for coming and keeping the Council informed but explained that no comment could be made until the official notification is received from WLDC and then Councillors will make their observations.

Both gentlemen left the meeting at 7.50pm

1/5/16 Election of Chairman

Proposed by Councillor Solomon to Elect Councillor Bates as Chairman, seconded by Councillor Clark, with all in favour. Councillor Bates accepted the position and signed the Declaration of Acceptance of Office

2/5/16 Election of Vice Chairman

Proposed by Councillor Turnbull to elect Councillor Barley as Vice Chairman, seconded by Councillor Harrison, with all in favour.

3/5/16 Apologies and reasons given

Apologies were received from Councillor Hedges and District Councillor Mewes and reasons accepted.

4/5/16 To receive Declarations of interest in accordance with the Localism Act 2011 and to receive any applications for dispensation.

There were no declarations.

5/5/16 To approve the minutes of the last Meeting held on 25.04.2016

It was proposed that the minutes were accepted by Councillor Barley and seconded by Councillor Turnbull, with all in favour, it **WAS RESOLVED** to approve the minutes.

6/5/16 Review and adopt Standing Orders

With an inclusion at SO 26 for the Communications & Social Media Policy, it was **RESOLVED** to adopt the Standing Orders

7/5/16 Review & adopt Financial Regulations

There were no changes required to this policy

8/5/16 Review and confirm arrangements for Insurance Cover in respect of all Insured Risks & Assets Register

Renewal terms have been received from Came & Co, a 3 year contract ending in May 2018 was agreed last year and remittance was listed on the financial statement. The Asset Register is up to date with the addition of the new bench near the bus shelter, and a Risk Assessment had been prepared, and **RESOLVED** to sign & accept.

9/5/16 Review of Council's employee's pay and conditions of service

After a short discussion it was proposed by the Chairman and seconded by Councillor Turnbull to increase the Caretakers Salary to £300 per annum, with all in favour it was **RESOLVED** that this take immediate effect.

The clerk had furnished the Council with the new NALC pay scales for 2016 to 2018 which would take effect from 1st April 2016. The Chairman explained that it was minuted 3 years ago that the clerk would receive a yearly scale increment, Councillor Solomon felt that the clerks role has changed somewhat and the Council have to accommodate these changes adequately, with this in mind Councillor Barley proposed that an increase to 10 hours per week and SCP24 be implemented, with Councillor Harrison seconding and all in favour it was **RESOLVED** this would take place with immediate effect. The clerk thanked all Councillors for their support.

10/5/16 Establish or review the Council's Complaints Procedure

No changes required to the current policy

11/5/16 Establish or review the Council's Procedure for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998

No changes required apart from an update of Councillor's details.

12/5/16 Cemetery Fees

It was **RESOLVED** to make a small increase of 5% on the Cemetery Fees and to leave this as an Annual agenda item.

13/5/16 Clerks Report on Matters Outstanding

The medals have been delivered to the school, and Laughton PC will be making a £50.00 donation, the school will be notified of this.

Jon Wilding, of Pestforce had reported that the moles are back with vengeance, he is aware and trying to keep on top of them.

The Post office alterations are now completed.

A letter was sent to East Midlands Ambulance service in reference to the regulations regarding speeding through the village – no response as yet.

A reply had been received today from LRSP re parking on high street, this now has to be referred back to Highways.

The reports from the Speed Indicator Device have now been forwarded to PC Ian Shaw.

Councillor Harrison asked that Highways be chased in regard to the camera survey they are planning to carry out on the drains at the bottom of the village, clerk to deal.

Councillor Turnbull explained that the history for the village hall is still being looked into.

14/5/16 Planning

WLDC 134164 – 31 Irwin Road – PERMISSION GRANTED

Browns Holt Wind Farm – This application has been withdrawn by RES

15/5/16 Correspondence

General correspondence was read out and noted

16/5/16 Financial Matters – Monthly statement to approve and Audit Papers and Accounts to sign/Notice for public inspection of accounts 6th June to 15th July.

The statement was approved by Councillor Quirke and seconded by Councillor Clark and so it was **RESOLVED** that the chairman would sign the statement for the record. The Audit Papers were presented and signed to be returned to the External Auditor Grant Thornton, and it was **RESOLVED** that the accounts be signed and returned to Wright Vigar.

The clerk explained that the notice for the Electors rights of public inspection of accounts would be displayed from 3rd June with the inspection period being from 6th June to 15th July 2016.

17/5/16 Blyton Bombers – Any actions required after representative attendance

The only matters that arose were for the grass and moles to be monitored, clerk dealing

18/5/16 Facebook – To establish a Communications Policy & Social Media Policy
Draft policies had been circulated, it was RESOLVED that these be adopted.
Councillor Harrison explained what is necessary to set up a facebook page and agreed to help the clerk with this, the site would be administered by the clerk and Councillor Barley.

19/5/16 Highways – Drainage – No updates at present
Speed Sign update & information to date for permanent sign
The clerk had contacted Marton clerk and Highways but no replies at present. This will be an ongoing agenda item.

20/5/16 Defibrillator – Quotations & information to date
Nothing at present.

21/5/16 Meeting Date – Sue Mumby
The clerk had made contact with Sue Mumby who would be in attendance at the next meeting beginning at 7pm, Monday 27th June.

22/5/16 Litter pick date
A preliminary date of 16th July was set, notices to go on the website and notice boards to see if volunteers can be enlisted for that date

23/5/16 Items of information to be noted and if necessary dealt with at the next meeting.

The clerk explained that she would be on holiday the July meeting date, it was agreed to bring the date forward by one week to the 18th July.

The clerk had seen footage of dog fouling by a parishioner who wishes to remain anonymous, this had been forwarded to WLDC who require a signed statement and footage from private CCTV cannot be used, clerk still enquiring with enforcement team.

A roll on skip had been placed on the grass at the entrance to the allotments whilst the house adjacent had been replacing their septic tank, this has caused a mess to the grass, the clerk to write and enquire if the householder would be re-instating the grass and also to contact the Building Inspector for the regulations required for septic tank and drainage.

Parking in front of the Cemetery Gates has become a problem, the clerk informed Council that she would write a polite letter to all the houses on Sandbeck Lane to see if this problem can be solved.

Councillor Quirke asked who was responsible for the grass cutting that leads down the public footpath at the bottom of Paddock lane, as it is overgrown, clerk to deal.

For a final item, the meeting moved into Closed Session

Information had been sent to the clerk regarding a property in the village that was experiencing problems with a neighbouring development, the Chairman wished to re-iterate the importance of how information is received and dealt with, the parishioner in question to be invited to the next meeting in June

With all business concluded the meeting closed at 9.30pm with the next meeting being Monday 27th June 2015 at 7.00 pm.

Signed Dated

