

# STOKE ORCHARD & TREDINGTON PARISH COUNCIL

## MINUTES OF MEETING HELD ON 16 JANUARY 2018 AT 7.00PM

**Venue:** Stoke Orchard Community Centre

**Present:** Cllr. R. Chatham (Chairman), Cllrs. L. Hughes, J. Gilder and A. Troughton

**Attendees:** Clerk/RFO, J. Owen and 5 parishioners

<b>Minute Ref.</b>	<b>Details</b>	<b>Actions</b>
<b>16.1.18.1</b>	<p>Received following comments from members of the public:</p> <ul style="list-style-type: none"> <li>• Had chairman received a response from C. Cllr. Bird ref. letter? Chairman stated he had not received any response but had actually bumped into him in Lidl and requested he attend the meeting tonight ref. Long Meadow Farm but he had failed to appear.</li> <li>• People over the bridge never received a Newsletter. Chairman said there was a new delivery system now which would include that area and Court Farm too.</li> <li>• Update on Chapel land was requested. Chairman stated it would be covered in Clerk's Report</li> <li>• Land behind bungalows, there was a pipe underneath the bungalows which they wished to make the parish council aware of before the land was handed-over</li> </ul> <p>Chairman said that stage was a long way off yet but thanked the resident for bringing it to their attention.</p> <ul style="list-style-type: none"> <li>• How many houses would there be in total? Chairman stated a total of 170 and a large area of grass in the middle, so not the original 200 requested. 45 on the other site but still under discussion.</li> <li>• Clerk read out a letter from resident regarding loud fireworks Chairman said had responded to the email and would do some 'Ramblings' in the newsletter.</li> </ul>	

**16.1.18.2** Received and accepted apologies for absence from Cllr. Busby and B. Cllr. Gore.

**16.1.18.3** No declarations of interest received and clerk confirmed meeting was quorate.

**16.1.18.4** Minutes of parish council meetings held on 5 December 2017 were signed by chairman as a true and accurate record of the meeting.

**16.1.18.5** Received Clerk's Report which was updated as follows:

<b>Minute Ref.</b>	<b>Description</b>	<b>Latest Update</b>
<b>7.11.17.10</b>	Dog bins at Knaresboro Homes	To be fitted as agreed - updated on 16.1.18
<b>7.11.17.11</b>	Update on Community Emergency Plan	Cllr. Hughes had agreed to take on responsibility and Chairman Flood Warden
<b>7.11.17.13</b>	Update on land by the Chapel	Awaiting outcome from TBC re. challenge by Duncliffe's legal team. Chairman had a meeting with TBC on 23 January 2018 and would discuss it then.
<b>7.11.17.14</b>	Update on Community Centre	Community Centre should be covered by a Community Interest Companies (CIC). Barbara Pond from GRCC would be able to facilitate this. Need to progress this now that Cllr. Watts had resigned as he was dealing with it.
<b>7.11.17.15</b>	Update on The Orchard Stores	
<b>7.11.17.16</b>	Update on MUGA	Now complete – Bloors still to complete landscape and request for rubbish bin. Add to next agenda – need to spend circa £1,000 on storage shed 10x8x8, need to get quotes.
<b>7.11.17.17</b>	Update on new car park extension	Chair rang everyone, all agreed to accept O'Connor's quote. Chairman to send all quotes to clerk.
<b>7.11.17.18</b>	Update on Village Entrance Gates/Speed Cameras	Chairman agreed to contact CC

- 7.11.17.19** Update on gateways in Bozzards Lane Chairman discussed with Chris Riley who was in agreement.
- 7.11.17.22** Update on solar park landscaping Enforcement Officer who deals with our area off sick until middle/end of January 2018.
- 16.1.18.6** Chairman reported Steve Watts had resigned as parish councillor due to work commitments, he would be greatly missed. With two vacancies now they needed a recruitment drive. Clerk to email poster to be displayed in the shop, on Facebook etc. it would also go in newsletter.  
He confirmed Russ was to continue doing the newsletter.
- 16.1.18.7** There was no B. Cllr. Report.
- 16.1.18.8** There was no C. Cllr. Report.
- 16.1.18.9** Chairman proposed and it was resolved to agree cheques for payment/financial report. Seconded by Cllr. Hughes, it was agreed unanimously. Clerk to check with previous clerk with regard to claiming grass cutting refund. Clerk to contact previous clerk

<b>Budget Monitoring Report as at 16.1.18</b>	<b>Total Spend for 2016/17</b>	<b>Spend to Date 2017/18</b>
Salary	3,132	2,716
PATA	98	145
Stationery,Post	89	422
Meetings	0	0
Insurance	224	2,786
Subs	253	0
Training	50	0
Audits	370	250
Grass Cutting	395	560
S.137	0	850
Parish Mag	2,469	1,450
Hall	3,080	1,287
Shop Workings	0	0
Sundry	1,023	516
	<b>11,181</b>	<b>10,982</b>

<b>Cheques written since last meeting:</b>		<b>Chq. No.</b>	<b>Amount</b>
16/01/18	Typecraft In. 78548	714	130.00
16/01/18	Hirer paid into PC acc in error	715	32.40
16/01/18	J Owen, Clerk/RFO sal. Dec.17	716	191.43
16/01/18	J Owen, Clerks exp. Dec.17	717	48.40
16/01/18	PAYE ref. Clerk/RFO Nov. 17	718	76.40
16/01/18	PAYE ref. Clerk/RFO Dec. 17	719	191.42
<b>Bank balance at 16.1.18:</b>			<b>7,066.45</b>

- 16.1.18.10** It was agreed an increase in the precept would be necessary as the parish council needed to build a contingency fund and there was further expenditure required in the parish. The Chairman therefore proposed and it was resolved to agree the 2018/19 budget with a precept requirement of £14,690.00. Seconded by Cllr. Troughton and agreed unanimously. Clerk to submit precept to TBC

## Draft Budget Proposal 2018/19

EXPENDITURE	Total Expenditure for 2016/17	Expenditure to Date 2017/18 (5.12.17)	Proposed Budget 2018/19
Salary/PAYE/pension	3,132	1,950	4500
Ancillary			750
PATA	98	145	540
Admin incl. stationery, postage	89	132	250
Insurance	224	238	3350
Subs - GAPTC/GRCC/SLCC	253	150	400
Utilities			50
Training	50	0	400
Professional fees incl. audits	370	150	250
Grass cutting	395	560	500
Telephone	0	0	100
Parish magazine	2,469	1,060	2000
Hall	3,080	1287	1000
Donations			100
Contingency			1000
Sundry	1,023	625	1000
<b>TOTAL</b>	<b>11,181</b>	<b>6,298</b>	<b>16,190</b>
<b>INCOME</b>			
Interest	0	0	0
SO Community Centre	0	0	1000
Grass Cutting	608	608	500
	<b>10,500.00</b>	<b>608.00</b>	<b>1,500.00</b>
<b>Precept required</b>			<b>14,690.00</b>

### 16.1.18.11

Community Committee:

### 16.1.18.11

Chairman reported as they had now had the bus for a year clerk should send maintenance invoice to Bloor. He suggested the bus was serviced, also internal mirror and sign with height, width and weight were installed. Chairman stated he was due a medical due to his forthcoming birthday and validity of insurance was also discussed.

Clerk to send Bloor bus maintenance invoice

Resident asked if bus was covered by public liability insurance and chairman confirmed it was.

Chairman stated they were hoping to fund new playground equipment under S106 funding.

Clerk was handed insurance for MUGA to add to the payment list authorised earlier.

JMK Property Maintenance quote for £102.50 to repair guttering on the community centre was proposed by the chairman and seconded by Cllr. Troughton and agreed unanimously.

Specialist floor cleaner machine was required for the hall, they were going to have a demonstration, it would cost circa £15,000 to £20,000. It may be possible to purchase via S106 funding.

CCTV system requirement improvements – they received a quote: 1 in hall and 1 outside for play area and all existing cameras to be upgraded at cost of £2215.00 plus VAT. It may be possible to fund via S106 monies.

Chairman had been in touch with Shackleton and Wintle ref. the air conditioning with regard to a maintenance contract which the parish council may have to contribute towards. Bloor were going to contact Green Gauge to look at it too.

### 16.1.18.12

Parish Council Procedures – Clerk confirmed she had submitted

Transparency Fund application to GAPTC.

**16.1.18.13** Newsletter update – Helen stated Mill Lane was omitted due to ill-health of person doing that area. It was suggested copies could be left at Court Farm Shop so she agreed to order more copies

**16.1.18.14** Traffic & Highways:

**16.1.18.14a/b** Chairman had meeting with GCC Local Highway Manager, Chris Riley who agreed gateways at Bozzard Lane would be a good idea. They also discussed the following issues:

- The damaged road kerbs – they would look at all verges around the parish and repair with turf, also get the roads cleaned too
- He would do all gullies and try to get them cleaned out
- Salt on Fiddington Road on level 2 - if ambulance would say it was the road to the hospital they will put on level 1
- Pipe from garage across the back of the bungalow, he thought they could take it on

**16.1.18.14c** Zebra crossing outside Orchard Stores – Chris Riley could not see this being an issue so Chairman had contacted Bloor to install zebra crossing prior to completing the road.

**16.1.18.15** Drainage reports – Chairman, as Flood Warden had been in touch with the Environment Agency as Dean Brook, Swillgate, Tirlle, Carrant and Hyde did not have active flood metres on them. Meeting arranged for next week with Marilyn Cox.

**16.1.18.16** Planning:

**16.1.18.16a** Members discussed Planning Application 17/00183/CONDIS and all agreed there were no objections.

**16.1.18.16b** Members discussed Planning Application 17/01336/FUL and all agreed there were no objections.

**16.1.18.16c** Ref. to Planning Application 17/01297/FUL (Retrospective application) - Cllr. Troughton stated he had an interest in this application so therefore would not be commenting. Chairman stated it had been there for two years, there were lots of buildings without planning permission, he suggested owner checked the rest of the buildings for planning permission. Chairman to circulate a response to councillors and clerk to submit to TBC.

Clerk to submit response to TBC

**16.1.18.17** Neighbourhood Watch – there had been small amount of crime over Christmas, they had been mentioned on Facebook.

**16.1.18.18** Clerk read out an email from a resident requesting a dedicated area for exercising dogs off lead. Members discussed the request but agreed there were adequate footpaths/areas in the parish where dogs could be off the lead as long as they were under control. The parish council did not currently have any plans for an area dedicated solely for dogs off lead.

**16.1.18.19** Next Meeting: 6 February 2018  
Meeting closed: 20.17pm

Chairman .....

Signed .....

Date .....