

# Clutton Parish Council

Monday 16<sup>th</sup> October 2017, 7.30pm in the Village Hall

Public Submissions: A resident wanted to raise several points - he asked what action had been taken regarding the overgrown hedge at the Temple Inn Lane Junction. It was explained that although the maintenance of the hedge is the responsibility of the land owner, it had been reported to B&NES repeatedly. In September, the Local highway inspector reported that he had cut back the worst of the hedges on the visibility splays and a 2<sup>nd</sup> cut for verge maintenance would be commencing in due course.

He reported that the streets are a mess and the street sweeper scheme appeared ineffective although his complaint referred to gutters, which is not within the Street Sweepers remit and it was pointed out that the Street Sweepers rota requires him to clear pavements in Rogers Close once per month. He reported that cyclists cycle too fast through the village and he recently received verbal abuse from a cyclist that nearly knocked into him. Finally he congratulated the Parish Council for the efforts clearing the allotments, however pointed out that there still appeared to be a number of allotments that were not being attended to.

## Minutes of the monthly meeting of the Parish Council

Present: Councillors R Naish(Chair), B Bailey, J Bush, A Hillier, I Myatt, A Parfitt, G Williams, D Worskett, Cllr K Warrington (Ward Councillor) and Mrs H Richardson (Clerk); 1 member of the public

Item		Action
139/17	Apologies were received and accepted from S Dagger, D. Phillips, & S Piddock.	
140/17	The minutes of the meeting on Monday 18 <sup>th</sup> September 2017 were approved.	
141/17	An update was received on the actions from the last minutes. The land registry application had been successfully completed, and thanks were expressed to Stephen Barran for his assistance with the application. The clerk was asked to look into two more pieces of land to be registered. The building works at the back of the playground should be completed by February 2018 when the correct boundary should be reinstated. Welcome was extended to Gareth Williams, who was co-opted at the last meeting. It was agreed that Gareth would join the 'Planning Portfolio' and the 'Highways, Rights of way & Infrastructure Portfolio'.	Clerk
	<b>Planning</b>	
142/17a	17/04764/FUL: 4 Rogers Close. Erection of a single storey rear extension. It was agreed that the Parish Council had no objection to this application.	Clerk
142/17b	17/04689/COND: Parcel 0006 Maynard Terrace. It was agreed that although comments were not invited that Parish Council would make some observations. The importance of the Coal Board's expertise on this matter was paramount but it was noted that there is no mention of the second mine shaft on site which would also need remediation. It should also be pointed out the in accordance with the Neighbourhood plan that all plants included in the Arboriculture Planting Plan should be native species.	
142/17c	It was agreed not to comment on the revised information for 17/04666/NMA: Parcel 0006 Maynard Terrace as the amendments simply made internal	

changes to plot 15.

142/17d The Parish Council agreed that there was no objection to 17/04560/FUL: 20 Burchill Close. Erection of single storey rear extension.

143/17 It was reported that the HELAA had been received although there were technical difficulties with viewing the associated maps. The Neighbourhood Plan Steering Group had been able to review it informally and the Parish Council would now need to comment on points of accuracy. A village questionnaire will be delivered to every house in the Parish to progress the Neighbourhood Plan review and a consultation event would be organised towards the end of November.

RN

### **Finance, Legal, HR, & Admin.**

144/17 The monthly finance report was accepted

<b>Financial information for the meeting of the Council to be held on 16/10/17</b>			
<b>Cashbook balance reported at September meeting</b>		<b>£</b>	<b>38,352.31</b>
<b>plus Receipts since last meeting</b>			
Groundwork UK	£	8,980.00	Neighbourhood Plan Grant
Western Power Distribution	£	3.48	Wayleaves
Allotment rent	£	64.50	
		<b>£</b>	<b>9,047.98</b>
<b>less Payments since Sept meeting</b>			
Cheques per September meeting	£	3,022.51	
		<b>£</b>	<b>3,022.51</b>
<b>Balance per Cashbook at 30/9/17</b>			<b>£ 44,377.78</b>
<b>Receipts due</b>	Allotment rent	18.00	
	B&NES	18796.50	
		<b>£</b>	<b>18,814.50</b>
<b>Available before October cheques</b>			<b>£ 63,192.28</b>
<b>Cheques to be signed on 16/10/17</b>			
Salary Cheques	£	1,667.61	oct salary
NEST	£	72.00	Pension
Philip Edwards	£	90.00	Footpath Clearance
Primrose Garden Maintenance	£	365.65	Sept Grass cutting
SSE Enterprise	£	111.25	Street lighting
ALCA Training	£	50.00	Plain guide in planning
ALCA Training	£	60.00	Being a good Councillor
Cam Valley Wildlife Group		£5	Subscription
Clutton & Cameley PCC	£	1,000.00	2nd inst.S137, Min no 51/17b
Achaleon	£	600.00	Hosting NP website
Cam Valley Arts Trail	£	100.00	Section 137. Min no 129/17
Payman.co.uk	£	77.40	Payroll Management Aug - oct
		<b>£</b>	<b>4,198.91</b>
<b>Balance at bank after October cheques</b>			<b>£ 58,993.37</b>
<b>less ringfenced</b>	Legal Fees	1600.00	
	Planter & Plants	300.00	
	External Audit Fee	300.00	
	Neighbourhood Plan Grant	8980.00	
		<b>£</b>	<b>11,180.00</b>
			<b>£47,813.37</b>
<b>Outstanding debtors</b>		£	-
<b>Outstanding creditors</b>			
Community Payback	£	360.00	
		<b>£</b>	<b>360.00</b>
			<b>£47,453.37</b>

145/17 The Freedom of Information Publication Scheme was adopted.

Clerk

146/17 Progress was reported on meeting the criteria to apply for the Foundation award in the Local Councils Award Scheme, with just a few documents left to adopt.

### **Highways, Rights of Way & Infrastructure**

- 147/17 It was reported that the Ward Councillor and the Cabinet Member for Transport were still chasing B&NES officers for progress on the Maynard Terrace/Clutton Hill Junction following meetings in April & July and technical issues still needed to be resolved. Clerk
- 148/17 It was reported that the B&NES officers lack of response to the re-evaluation of the traffic calming measures was concerning and it was agreed that a quote should be obtained to carry out our own speed count. The Ward Councillors assistance was requested in making a formal request for the current criteria for implementing Traffic Calming schemes. KW
- 149/17 Due to the very thorough job the Footpath Ranger was carrying out on clearing many disused public footpaths, it was agreed to approve an additional 15 hours for 2017/18 taking the total hours to 65 hours HR

### **Parks & Open Spaces**

- 150/17 It was reported that the sharp ends on the firepit following the vandalism in Clutton Station Park had not been made safe as had been agreed at the last meeting. More vandalism has occurred, and drug paraphernalia had been found. The meeting with the police, although requested had not taken place and should be chased. The Cabin would be installing CCTV at their end, and the Parish council would look into covering the whole site with CCTV. SD  
JB  
Clerk

### **Correspondence**

- 151/17a It was reported that the Parish Council had received regarding the failure of the defibrillator procedure at another Parish as the '999' operator did not know the procedure and was unable to provide the code that would unlock the defibrillator when it was needed in an emergency. Clutton Parish Council are not responsible for the Clutton Defibrillator but were assured that it had the correct procedure on the equipment and that in an emergency, the member of public should ring '999' ask for ambulance and that operator should know the code to unlock the equipment.
- 151/17b Rosemary Naish agreed to respond to the Precept consultation on behalf of the Parish Council. RN
- 151/17c As previously reported the HELAA had been received and the Neighbourhood Plan Steering Group would provide factual information on the sites by the 30<sup>th</sup> October. RN
- 151/17d CURO had informed the Parish Council that there would be activity on their site on Monday 9<sup>th</sup> October as the Ecologist would be searching for reptiles and ground investigators would be returning to complete their work after the poor weather conditions a couple of weeks ago.
- 152/17 The Ward Councillor reported that further the financial challenges faced by B&NES had become even more severe and cuts would be considered in every department.
- 153/17 The Clerk reported the Gloria Williams and Jenny Bush have been working Clerk

hard clearing the pavement by the Council Depot on the A37 and would be planting bulbs to make the area more attractive -more volunteers would be welcomed. Street lights in Clutton Station Park & by the Village Hall had been reported as faulty to SSE and quotes had been requested for converting to LED bulbs. Jenny Bush would be looking into the position and acquisition of a Christmas Tree and Solar Lights for this Christmas. Dangerous razor wire had been reported to B&NES footpath officer near Honey Gaston. B&NES had reported that following consultation with Maynard Terrace residents the proposed row of terraced houses to be built on Parcel 0006 would be named (for example) Frances Row, Maynard Terrace.

- 154/17 The Parish Council considered potential cuts from B&NES that may affect some decisions they had made regarding personnel, however after considering the options they agreed to continue as planned

Communication Stats: 172 Facebook Likes, 131 newsletter subscribers  
Website: 178 Sessions, 150 unique users, 466 Pageviews

**Close: The meeting ended at 9.17pm**