

**MINUTES OF NORTH WOOTTON PARISH COUNCIL MEETING
TUESDAY 3RD JULY 2018 AT 7.15 P.M.
NORTH WOOTTON ACADEMY**

Present: Councillors Pulsford-Harris, Border, Crome, Marshall-Grint, Hughes, Edwards,
In attendance: Mrs R Curtis (Clerk)

2 members of the public were present

1. Apologies – Councillors Nurse, Cox, Merrey, Malik, Kilham

2. Declaration of Interest – None

3. Minutes of last meeting

It was unanimously agreed that the minutes of the following Parish Council meeting held on Tuesday, 5th June 2018 be signed as true record of the meeting.

4. Matters Arising

There were none.

5. Law and Order

Nothing to report.

The meeting was closed for Open Forum.

6. Open Forum

- A resident thanked the PC for keeping the village looking nice. And also thanked Wendy and Will Border for delivering the newsletter.
- It was noted that wooden signs had been put up within the Parish, thought to be by County Council to signpost a circular walk of 3 miles around the Woottons.

The meeting was re-opened.

7. Correspondence

The Borough Council have informed all Parish Councils that there will be a charge for any uncontested elections from April 2019. This has caused concern amongst many Parish Councils and it is still unclear as to the cost implications of this.

8. Finance

Bal. b/fwd.		£76,653.40
Less Expenditure:		
Chq001757	FCC – WREN – Third Party Payment	3,440.78
Chq001758	CGM – Wootton Park – May	546.00
Chq001759	Glazewing – May	96.72
Chq001760	Westcotec	250.48
Chq001761	Total Gas and Power – May	745.33
Chq001762	Norse	266.15
Chq001763	BCKLWN – Newsletter	83.78
Chq001763	BCKLWN – Wootton Park 200 Club Forms	66.00
Chq001764	North Wootton Academy	150.00
Chq001765	R Curtis – Salary – July	<u>472.33</u>

Chq001766 R Curtis – Salary – August		462.80
		<u>6,580.37</u>
Add Income:		
Wootton Park Easement		3,666.66
	TOTAL	70,739.69
Made up as follows		
Saffron Building Society	14,170.27	
Lloyds Gold deposit a/c (Easy saver)	58,366.69	
Lloyds current a/c	-1,797.27	
	70,739.69	

The above expenditure was approved for payment.

9. Highways

- The ditches alongside the rugby club are to be cleared by NCC.
- The hedge is overgrown on Nursery Lane opposite The Priory – Clerk to report.
- The Clerk reported that the Castle Rising Estate will trim the hedges along Ling Common Road when the bird nesting season is over.

10. Wootton Park

Cllr Border reported the following;

- The Community Payback team have painted the cycle inhibitor.
- Judging for South Wootton In Bloom will take place on 19th July.
- Hopkins Homes have moved the football club's container close to the Pavilion to undertake their work. However, it needs to be moved further back so that it cannot be used to gain access to the pavilion roof.
- The defibrillator has been used on 3rd July, this is the second time it has been of assistance.
- Graffiti has been an issue on the Park recently, the Police have shared a 'tag' on their twitter feed in a bid to find the culprit.
- It was discussed that despite the cycle paths around the Park being used for access by cyclists and pedestrians, the cyclists appear to assume priority. New signage was suggested being placed at the cycle inhibitor to state 'Give Way to Pedestrians', it was also suggested that the path could be marked with a line to divide it into separate lanes for cyclists and pedestrians. These ideas will be brought up at the next WP meeting.

11. Street lighting

Nothing to report.

12. Planning

Applications Received

18/01136/F – Removal of Boundary hedge and replace with 6'6" fence dropping to 4' at the front of the property – 57 All Saints Drive – Support, but make the comment that there may be a stipulation in the covenant regarding the height of the fence.

Decisions

18/00678/F – 10 Heather Close, extension – Application Permitted

18/00758/F – 3 Devon Close, extension – Application Permitted

The Clerk has reported a potential breach of planning permission for 17 Hayfield Road following a complaint by a resident, this has been allocated a reference number and is being investigated by the Borough Council.

13. Village Hall

Cllr Hughes reported on the following;

- There is a work day planned for 7th July
- The latest bingo night was successful.
- The table top sale was quiet and needs more support, but it is hoped that the word will spread and will become more popular.
- A farmers market is being held on 21st July.
- The committee are discussing specifications of the work to be funded by the WREN grant. There are conditions for this grant and it has to be spent by 31st May 2019. Three quotes are to be sought and considered as quickly as possible.
- The third party funding has been paid to WREN (£3,440.78) by the Parish Council, and will be treated as a donation to the refurbishment project.

The PC agreed to change its monthly meeting venue to the Village Hall and potentially move the meetings to the 1st or 2nd Thursday of the month. Keir will contact the bookings clerk to see which date is best. It was agreed that the school should still be supported and offer a prize for a colouring competition.

14. The Village

Clerk to report an overgrown tree in Cuthbert Close to the Borough Council.

15. Any Other Business

Councillor Vacancy

Les Tite is no longer a Parish Councillor after not attending over 6 consecutive meetings, there is now a casual vacancy. The notice period runs until 6th July, after this date if no election is called the Council will be able to fill the position by co-option.

To review the Council's policies and procedure

The following were reviewed and agreed;

Standing Orders

Financial Regulations

Annual Review of the Effectiveness of Internal Audit

Annual Review of the Effectiveness of Internal Control

Financial Risk Assessment and Management Document

Operational Risk Assessment and Management Document

Co-option of Councillors Procedure

Complaints Procedure

Equality and Diversity Policy

Freedom of Information Policy

The meeting was closed at 8.25pm

..... Chairman Date