

Meeting 160

Parish Council Meeting following the Annual Meeting in the Parish

Room on Monday 19th June 2017 at 7-30pm

Present: Chairman Cllr Woodward, Cllrs Andrews, Cllr Dunning and Cllr Lewis

Apologies: District Cllr White

Minutes

Minutes for prior meeting

The minutes of the last meeting (159) formed the basis of the Matters Arising running order for meeting 160. The minutes from the meeting 159, will be circulation to all Cllr for review before approval and publishing.

Matter Arising:

1. Clerk Contract:

- Cllr Lewis has prepared a volunteer agreement, which will be circulated to all Cllrs for review before issuing to the New Clerk. The agreement will cover the period 19th June 2017 to 19th November 2017.

2. New Parish Cllr:

- Two applications have been received. It was mentioned that two additional individuals had expressed interest in applying for the vacancy, but that these had only been in a verbal form. It was agreed that only those who had expressed a written interest could be considered for the current vacancy.
- Cllr Andrews provided details of two additional individuals who would consider applying for any future vacancies on the Parish Council.
- The two written applications were discussed by the Cllrs. A vote was then held in which there was 1 abstention and 3 in favour of Tony Birley.
- Tony Birley is to be offered the role of Cllr.
Proposed Cllr Andrews Seconded Cllr Dunning
- The Clerk is to circulate two letters for the Cllrs to review prior to sending. One offer letter and one letter asking if the unsuccessful candidate on this occasion would allow the Parish Council to retain their application for any future vacancy in the next two years.

3. Parish Accounts for 2016 – confirmation slip of submission is on the Parish room notice board. Clerk is to provide further update at next meeting.
4. Defibrillator:
 - Cllr Andrews has now received the access code and confirmed that the defibrillator is now registered with the ambulance service.
 - The batter lasts for 4yrs with a maximum of 5 yrs. It will need to be upgraded next year after which point the second payment will be due.
 - A pair of scissors and a face guard for mouth to mouth are now present in the box. Clerk to purchase paper towels and disposable razor which also need to be present.
 - A free course will be provided by the company that supplied the defibrillator. The course will be available to all Cllrs and any village member who wish to partake.
 - A request will be made to see if a course could be held on a Tuesday evening sometime in the next three weeks. A leaflet communicating the new course date will be sent to all households in the village.

Proposed Cllr Andrews Seconded Cllr Lewis

5. Complaint regards drive at Chapel Cottage, Little Common Lane – the clerk will check if former clerk has contacted the Highways Agency regards the complaint.
6. The Link Magazine closure – letter was reviewed and agreed will be sent to Revd E Robertshaw. It was agreed that depending on the response the Parish Council may look at escalating the matter to the Bishop.

Proposed Cllr Lewis Seconded Cllr Dunning

Finances:

1. Parish Office software subscription with 365 is now due – D/Debit form signed by Cllrs. Document will then be sent to supplier to organize payment.
2. Finances – an update will be provided at the next meeting as process of handover between Clerks has only just started.

Any Other Business

1. NPower Bill regards Street Light – Cllr Andrews have contacted the supplier who confirmed the invoice is not payable and that it was an internal communication issue between the two sides of the business. Contact details have been provided to the clerk incase the matter requires further action.
2. Ownership of Grass verge surrounding the Parish Room – It was agreed the map needs to be found that confirm if the Parish Council or Highways Agency is responsible. Cllr Dunning to contact someone at the Highway agency regards this matter.
3. Triangle At Thorntree Lane – To be mended and pictures taken once mended so that it can be used as evidence should any further damage should occur in the future.
4. Bus Stops in the Village – Cllrs to investigate if these can be removed as it suggests as service where there are none available.
5. Notice relating to changes to member of the Parish Council to be drafted for review by Cllrs. The notice is to include “Thanks” to the previous Clerk for service.
6. Decorating of Parish room – A quote has been received but work will not start for at least a month.

There being no further business the meeting closed at 8:55pm.