

# **Clutton Parish Council**

## **Monday 15<sup>th</sup> May 2017, 7.30pm in the Village Hall**

**Public submissions:** A Resident spoke in opposition of item 71/17 planning application 17/01645/FUL, Extension of Current Car Park at Greyfield Wood. He claimed that a bigger car park would attract more cars, the lane is very narrow and so dangerous for pedestrians, there was frequently inconsiderate parking blocking his access, there were problems with antisocial behaviour at night and the signage was poor.

### **Minutes of the monthly meeting of the Parish Council**

Present: Councillors R Naish(Chair), B Bailey, J Bush, S Dagger, A Hillier, D. Phillips, S Piddock, A Starr, D Worskett, and Mrs H Richardson (Clerk); 2 members of the public

<b>Item</b>		<b>Action</b>
59/17	Apologies were received and accepted from A Parfitt, I Myatt, S Drew, D Veale and K Warrington (Ward Councillor). There were no declarations of interest.	
60/17	Cllr Rosemary Naish was elected as Chair for 2017-18	
61/17	Cllr David Worskett was elected as Vice Chair for 2017-18.	
62/17	The minutes of the meeting on Tuesday 18 <sup>th</sup> April 2017 were approved.	
63/17	An update was received on the actions from the last minutes. Still waiting for news from Solicitor regarding subleases, following Ward Councillor being told that B&NES had agreed the leases, it was suggested that another meeting should be arranged with Solicitor.	Clerk/ RN
64/17	Councillors were assigned roles within the Portfolio's areas of the Council. The five portfolios being: 1) Planning; 2) Community Engagement; 3) Finance, Legal, HR & Admin; 4) Highways, Rights of Way & Infrastructure; and 5) Parks and Open Spaces. Lead Councillors would consider working groups at the next meeting.	
65/17	Councillors were assigned roles on relevant bodies as required.	
66/17	The standing orders were adopted unchanged	
67/17	The Financial Regulations were adopted unchanged	
68/17	The Asset Register was adopted unchanged	
69/17	The Risk Assessment was adopted unchanged	
70/17	The dates and times of ordinary meetings were set as follows: Monday 19 <sup>th</sup> June 2017 Monday 17 <sup>th</sup> July 2017 Monday 18 <sup>th</sup> September 2017 Monday 16 <sup>th</sup> October 2017 Monday 20 <sup>th</sup> November 2017	Clerk

Monday 18<sup>th</sup> December 2017  
 Monday 15<sup>th</sup> January 2018  
 Monday 19<sup>th</sup> February 2018  
 Monday 19<sup>th</sup> March 2018  
 Monday 16<sup>th</sup> April 2018  
 Monday 21<sup>st</sup> May 2018

71/17

## Planning

The Parish Council considered planning application 17/01645/FUL application for the extension of the current Car Park at Greyfield Wood, and while it was acknowledged that this was an important community facility they could not support the application in its current format and further consideration should be put into providing better signage, ensuring the safety of pedestrians on the private approach road, and restricting night time access to the carpark to prevent anti social behaviour.

Clerk

72/17

## Finance & Administration

The finance reports were presented and accepted.

<b>Financial information for the meeting of the Council to be held on 15/5/17</b>			
<b>Cashbook balance reported at April meeting</b>		<b>£</b>	<b>30,931.89</b>
<b>plus Receipts since last meeting</b>			
B&NES Street Sweeper	£ 3,846.19	April 2017 - March 2018	
B&NES Precept	£ 18,796.50	April 2017 - Sept 2017	
		<b>£</b>	<b>22,642.69</b>
<b>less Payments since April meeting</b>			
Cheques per April meeting	£ 2,491.03		
		<b>£</b>	<b>2,491.03</b>
<b>Balance per Cashbook at 30/4/17</b>		<b>£</b>	<b>51,083.55</b>
<b>Receipts due</b>			
B&NES Precept	£ 18,796.50		
		<b>£</b>	<b>18,796.50</b>
<b>Available before May cheques</b>		<b>£</b>	<b>69,880.05</b>
<b>Cheques to be signed on 15/5/17</b>			
2016-17	EDF Energy	£ 292.43	Jan - March
	Water2Business	£ 28.28	Nov - April
	Cole Easdon Consultants	£ 378.54	Overspend on safety Audit
2017-18	Salary Cheques	£ 1,360.90	May Salaries
	NEST	£ 56.54	Pension
	Primrose Garden Maintenance	£ 365.65	Grass Cutting May
	Clutton Horticultural Society	£ 250.00	S137 Grants (minute 51/17a)
	Clutton with Cameley PCC	£ 1,000.00	S137 Grants (Minute 51/17b) (1st Instalmen
			<b>£</b>
			<b>3,732.34</b>
<b>Balance at bank after May cheques</b>		<b>£</b>	<b>66,147.71</b>
<b>less ringfenced</b>			
	Legal Fees	1600.00	
	Replacing Fence	1200.00	
	Painting Fence	450.00	
	Planter & Plants	300.00	
	Internal Audit Fee	300.00	
	External Audit Fee	300.00	
			<b>£</b>
			<b>4,150.00</b>
			<b>£61,997.71</b>
<b>Outstanding debtors</b>		<b>£</b>	<b>-</b>
<b>Outstanding creditors</b>			
	Community Payback	£ 360.00	
	Clutton Village Hall	£ 37.50	
			<b>£</b>
			<b>397.50</b>
			<b>£61,600.21</b>

73/17

The Action Plan 2017-18 was approved.

Clerk

## Highways, Rights of Way and Infrastructure

74/17

It was reported that several good applications for Footpath Ranger had been received and that they would be interviewed by the end of the week.

RN/JB

75/17

The site meeting for the Maynard Terrace / Clutton Hill Junction with key members of B&NES Council was still due to be arranged.

DW

## **Parks & Open Spaces**

76/17 The Clutton Station Park working group reported that they are collecting quotes for proposed works, but more consultation was needed.

## **Correspondence**

77/17 a) Notification had been received that the Play Park will have its annual inspection by RoSPA in June Clerk

b) An invitation to join the Joint Local Access Forum was received

c) A resident had emailed the Parish Council concerned about several traffic issues on Cooks Hill.

d) A Resident had contacted the Parish Council to request a bench on the field behind the Village Hall. It was agreed that the Lead for Parks & Open Spaces would discuss the details with the residents as the Parish Council agreed in principle. JB

e) An Allotment Holder made a request to install a pond and wildlife area on the allotments but the Parish Council agreed that the request would be declined on Health & Safety Grounds Clerk

78/17 The Ward Councillor was not able to attend and had submitted her apologies.

79/17 It was reported that the Explorer Scouts had made start on clearing the vegetation from the back of the Car Park Area in Clutton Station Park, but hadn't finished yet as there was debris that needed clearing.

Community Payback have finished in the allotments.

80/17 The Clerk Reported that she had been contacted by B&NES to suggest a name for the CURO Development in the field off Maynard Terrace. A suggestion was put forward to call it Greville Road as Greville was the family name of Daisy Maynard and there was a precedent to give new developments in the village, a name connected to the mining legacy. The Parish Council agreed.

81/17 Clutton Parish Council considered the options for a future staffing structure. A new structure was approved.

Communication Stats: 163 Facebook Likes, 119 Newsletter subscribers, Website: 225 Session, 166 unique users, 503 pageviews

**Close: The meeting ended at 8.50pm**