

MINUTES OF ANNUAL MEETING OF GRANDBOROUGH PARISH COUNCIL
Tuesday 2nd May 2017, 8.15 pm

Members of public allowed to speak on items on the agenda before the meeting commences

Present: Cllr R Hastie, Cllrs M Bullen, R Lee and H McBreen; Cllrs Mrs E Crane and H Roberts

Letter of Resignation received from Cllr C Bilsborrow, with immediate effect. Due to work commitments and his involvement with a charitable organisation, he felt unable to devote the time required to his role as a Councillor. Cllr. Hastie recorded his thanks to Cllr. Bilsborrow and said his presence would be missed.

1. **Apologies for Absence** – none received.
2. **Election of Chairman and Vice Chairman**
Cllr.Hastie proposed by Cllr. Bullen, seconded by Cllr. McBreen and unanimously elected Chairman.
Cllr. Lee proposed by Cllr. Hastie, seconded by Cllr.McBreen and duly elected Vice Chairman.
Both signed their declaration of office in the presence of the Clerk.
3. **Declaration of Interests** - Cllr. Lee declared an interest in Item 11b, as it was his application as Village Hall Chairman for use of the Parish Council Open Space.
4. **Minutes of Meeting** held 7th March 2017 circulated to all Cllrs. and signed a true record.
5. **Matters Arising from the Minutes:**
 - a) Flood Risk Management – Cllr. Hastie Confirmed agreement had finally been reached with WCC re' responsibilities for the ditches. WCC were responsible for 67%, Parish Council 25/28% and the balance made up of individual homeowners. Costs between WCC and the PC to be shared accordingly. A programme of works had been agreed.
 - b) Parish Plan – Cllr. Lee had walked the village footpaths and generally they were in good condition. The path from by the telephone kiosk to Moat House entrance would be monitored. Cllr. Roberts said he would arrange for a slurry dressing to be applied to prevent further deterioration. An email to be sent to him requesting this course of action.
Cllr. Bullen had met with RBC to discuss the provision of a play area on one of the PC's Open Spaces. Many issues came into play and a general discussion took place on the suitability of both sites, and which would fill the necessary criteria. It was finally agreed to include an item in the May issue of the PC Newsletter to ascertain the age of the children who might use it.
Provision of passing places in Hill Road – Cllr. Roberts had contacted WCC and a response was awaited.
 - c) WALC 'Neighbourhood Plans' training – Due to Cllr. Bilsborrow's resignation, it was agreed the Clerk would attend in his place.
 - d) Additional meeting planned for 25th April not held due to Cllrs. unable to attend.
 - e) Defibrillator and first aid training – Dates of meetings to be arranged.
6. **Highways**
 - a) Potholes in Woolscott and beyond to be reported to WCC.
7. **Footpaths** – nothing to report
8. **Planning**
 - a) Planning permission granted for conversion of the existing first floor games room to a residential flat at Chapel Barn, Grandborough Fields Road, for Ms F Lambie. R15/2535
9. **Lighting** – nothing to report

10. Accounts

- a) Approval of the Annual Governance Statement 2016-2017. The Statement was presented to the Councillors and due consideration given to each Statement. Form duly completed and unanimous approval given. Statement signed by Cllr. Hastie accordingly.
- b) Report from Internal Auditor, Mr A Grant given to the meeting. He had no real concerns, but had made a few suggestions that could, if the PC so wished, be implemented in the next financial year. The Clerk, in consultation with the Chairman, had made some very minor amendments.
- c) Approval of Accounting Statement 2016-17. Cllr. Hastie went through the figures and explained the headings and the figures involved. The PC continually strived to use the money given for the upkeep of Aikman Green. The PC approved the Statement of Accounts and they were signed by Cllr. Hastie.
- d) Audit of PC Accounts by Grant Thornton on 5th June 2017.
- e) Authorise payment of:
 - £120.00 to W S Gardens Ltd for Lengthsman Scheme in March (726)
 - £60.46 to EON for maintenance charges to 31.03.17 (727)
 - £121.95 to EON for energy charges to 31.03.17 (728)
 - £60.00 to WALC – Training fees for Cllrs. Course on 20.05.17 (729)
 - £156.50 to WALC – annual subscription and membership (730)
 - £63.50 to Diane Malley for administration of payroll services 2017-18 (731)
 - £65.00 to Mr A Grant, for internal audit of Parish Council accounts (732)
 - £23.00 and £49.99 to Mrs K E Worrall for ink cartridges (733 and 734)
 - £120.00 to W S Gardens Ltd for Lengthsman Scheme in April (735)
 - £144.00 to W S Gardens Ltd for mowing of village in April. (736)
 - £192.00 to W S Gardens for mowing of Aikman Green in April (737)
- f) SALFV cheque, £2312.96, authorised at last meeting paid to 'Frampton's'. (725) and previous cheque (721) destroyed
- g) First half year payment of Precept received, £2625.00
- h) £766.98 withdrawn from Building Society account. £765.00 paid into Parish Council account for mowing etc. of Aikman Green. Balance now £14,520.05
- i) Bank balance stands at £8921.25

11. Correspondence

- a) Lodge Farm – copy of letter from Cllr.E Crane to Mr M Stokes, RBC Leader. Cllr. Crane reported she continues to keep the issue of Lodge Farm at the forefront of RBC minds. The Traffic Report was due anytime, and she would notify us of any meetings arranged. Everyone present felt that any increase in traffic at the Dunchurch crossroads was wholly unacceptable, and it would be very interesting to find out the results of the Traffic Survey.
- b) Request from Grandborough Village Hall Committee to use the Parish Council Open Space for the Village Hall Barbecue and Sports, on Saturday 24th June 2017. The Parish Council were happy to agree to this request.
- c) Letter of resignation from Cllr. Bilborrow. This now meant there was a Casual Vacancy. As before, it was agreed to co-opt a new member. A note would be put in the PC Newsletter requesting anyone interested in putting their names forward for consideration to contact the Clerk.

12. Date of Next Meeting - Tuesday 4th July 2017, at 7.45 pm, in Village Hall.

13. Housing White Paper – Flood Risk No further action required.