

MINUTES OF THE PARISH COUNCIL MEETING
HELD ON 5th JANUARY, 2020 AT 5.00PM HUXLEY PARISH HALL

In Attendance – Cllr O de Braekeleer - Chair Cllr R Bird
Cllr M Pilkington Cllr S Hyden
Cllr S Martin Cllr S Ratledge
Cllr L Sackett Cllr J Windsor

APOLOGIES FOR ABSENCE - Apologies were received from Cllr M Roscoe.

DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS & DISPENSATION REQUESTS – no declarations of interest were received or dispensations requested

PUBLIC SESSION - no items were raised.

MINUTES

RESOLVED 19/038 that the Chair signs, as a true and correct record, the minutes of the meeting held on 3rd November, 2019 proposed by Cllr S Hyden and seconded by Cllr L Sackett.

BUSINESS

Guy Lane Speed Limit – following the consultation undertaken by CWaC, where no objections were received, the clerk reported that CWaC had confirmed that the scheme has gone through to the Contract Delivery Team and CWaC had confirmed the total cost of the project was £3889.14 excluding VAT – the Parish Council requested that a full breakdown of the scheme be provided for them to understand how the costings of the project had increased so much.

Cllr Sackett confirmed that she had arranged for the loan of the SID machine from CWaC on the 14th January for one week.

Defibrillator – It was reported that the Defibrillator had now been installed, included on the Asset Register, the insurance company had been informed and the NWAS.

It was suggested that the First Responders from Tattenhall be approached to undertake training – Cllr Pilkington undertook to contact them.

It was reported that the light in the telephone box was no-longer working and Cllr de Braekeleer undertook to raise with Mr Lee.

The Chapel in Huxley – it was reported that the Parish Council was in support of the change of use of this building. However, they have concern with regards to the car park - they would not wish the car park to be created out of an impermeable surface.

On the plans it states "hardcore surfacing" however on the application it states "crushed limestone with capping" if the capping were tarmac or similar then the any surface water could then run off the car park onto the road.

The paddock/manage/stables in Hargrave – following the last Parish Council meeting this was reported to the Enforcement Team at CWaC.

Highways – Potholes by Huxley School - It was reported that following the last meeting residents from Huxley contacted the Parish Council with regards to a large pothole in the layby opposite the Primary School in Huxley. Following this it was reported to CWaC and they have confirmed that the pothole will be repaired as a matter of urgency.

Gritting in Hargrave – Cllr Roscoe had raised concern with the Parish Council due to the lack of gritting in Hargrave. The Clerk had contacted CWaC and they had confirmed that roads carrying four service buses or more per hour between 6am and 10am were eligible.

The Parish Council asked if it would be possible to get a gritting bin and for the Parish Council to arrange for gritting locally?

Lights in Huxley Barns (Ithaca, Higher Huxley Hall) – the Parish Council **RESOLVED 19/039** to write to the resident Mr & Mrs N Corrie with regards to the external lighting as it did not comply with the NDP Policy in particular - External lighting shall be minimised. Where lighting is necessary it shall be designed to avoid light spillage with as sharp a cut-off to the illuminated area as possible. Lighting shall be movement activated, time limited, and shall not be directed to fall outside the boundary of the property) and open views, the rural landscape, pervading peace and quiet, dark night skies and both natural and managed habitats.

PLANNING

The Planning Register was accepted and changes to the planning register from last meeting were noted.

19/04357/FUL – this should be supported assuming that the car park is made of a permeable material to avoid water flowing onto the road.

19/04304/FUL – it was felt that this should be in-keeping with the characteristics of the NDP and within limits of night lights

Request was made to explore if planning was required for a helicopter pad at Stapleford House, Guy Lane.

FINANCIAL ITEMS

Accounts for payment

RESOLVED 19/040 Year to date accounts were received and approved as a true and correct record and signed by Cllr O de Braekeleer. Bank Statements were also signed.

Payments made/received since last meeting:-

Clerk Pay	Tax Point 9	£214.76
Clerk Pay	Tax Point 10	£214.76
Clerks Expenses		£61.91
SLCC Subscription	Split between 4 PC's	£46.75
ILCA Training	Split between 4 PC's	£24.75

RESOLVED 19/041 to accept these invoices since the last meeting.

Internet Banking – it was confirmed that a new bank account had been set up with Lloyds and Cllrs Windsor, Roscoe, Hayden & Martin were signatories. Confirmation was being sought as to when the electronic banking would be set up for all Councillors then it was **RESOLVED 19/042** that £5,000 would be transferred initially into this account. The Parish Council expressed their thanks to the Clerk to setting up the new bank account.

Maintenance Budget – it was **RESOLVED 19/043** that monies be reserved for the maintenance of the following items:- wooden sculptures in Hargrave and Huxley of £100; noticeboard maintenance £50; Defibrillator Batteries £200.

SLCC Membership – it was **RESOLVED 19/044** to pay ¼ of the annual subscription to SLCC for the clerk of £46.75.

Budget 2020-21 – The Parish Council **RESOLVED 19/045** that small amendments were made to the draft Budget and following this the finalised budget would be circulated following the meeting as set out below:-

Hargrave & Huxley Parish Council			BUDGET 2020-21												15/01/2020
Budget Element	Due Date	Calc. %	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	2020-21 Budget
EXPENDITURE															
People & Expenses															
Clerk	Monthly		258	258	258	258	258	258	258	258	258	258	258	258	3,096
HM/RRC tax	Quarterly														0
Travel	Monthly		13	13	13	13	13	13	13	13	13	13	13	13	156
Training			63			63			63			63			252
Professional service															
Insurance	Yearly													330	330
Internal Audit	Yearly			50											50
Autela payroll	Monthly		60			60			60			60			720
General Services															
Admin/Website	Monthly			75		25		25		25		25		25	300
Room Hire	Quarterly													100	100
Admin															
CHALC Membership	Yearly		150												150
SLCC Membership	Yearly											50			50
Data Protection fee	Yearly					50									50
Elections	Yearly				500										500
Projects															
NOP			500											0	500
British Legion Wreath								25							25
Inflation %		2.00%	21	18	5	9	5	6	8	6	5	9	5	13	114
Contingency % of above		1.00%	11	9	3	5	3	3	4	3	3	5	3	7	58
TOTAL CASH OUT			1,074	923	279	482	279	330	405	304	279	482	279	747	5,863
RECEIPTS															
Precept		5,869 0.00%	5,869												5,869
Bank Interest															0
VAT recovery			8												8
Other															0
TOTAL INCOME			5,877	0	0	0	0	0	0	0	0	0	0	0	5,877
Transaction Cash flow			4,802	-923	-279	-482	-279	-330	-405	-304	-279	-482	-279	-747	
PROJECTS FROM RESERVES															
Carry over of one years Precept			5,869												5,869
Replacement Noticeboards			1,000												1,000
Elections			500												500
Speed Limit Reduction			1,000												1,000
5137 Ad hoc Items			500												500
Maintenance Budget															
Wooden Sculptures			100												100
Defibrillator			200												200
Noticeboards			50												50
															0
			9,219	0	0	0	0	0	0	0	0	0	0	0	9,219

Precept 2020-21 – the Parish Council **RESOLVED 19/046** to request a precept level of £5,689 which is the equivalent of no increase in the precept for 2020-21.

Churchyard Grant – it was **RESOLVED 19/047** to submit a Churchyard Grant Application on behalf of St Peter's Church, Hargrave.

TRAINING

CHALC Training – it was **RESOLVED 19/048** to contribute towards the Internal Audit Training on 29th January 2020 for Clerk – the cost of £75 this would be split between four Parish Council's.

Introduction to Local Council Administration Training – it was **RESOLVED 19/049** to contribute toward the Clerk undertaking the Introduction to Local Council Administration Training Course – the cost of this is £120 between four Parish Council's.

ASSET REGISTER – It was **RESOLVED 19/050** to write off and remove from the Asset Register list the Defibrillator and Cabinet that was no-longer in use at the entrance to Huxley School.

It was noted that the new Defibrillator Machine had been included in the Asset Register as updated and adopted on 5th January 2020.

STANDING ORDERS – the Clerk submitted for the Parish Council’s comments an updated Standing Orders document supplied in 2018 by NALC. The Parish Council reviewed this document against their current Standing Orders dated 2015 and **RESOLVED 19/051** they were happy to continue working with their adopted Standing Orders.

ITEMS REQUESTS FOR NEXT AGENDA

- LITTERING ON COW LANE – schedule a litter picking event for end of March beginning of April 2020 to be confirmed at the next meeting.
- Explore ‘take your litter home’ signs to be put up in Hargrave.
- Highways Issue – flooding outside Croft on Church Lane.

NEXT MEETING

Sunday 1st March, 2020 at 5pm in Hargrave Village Hall

The meeting closed at 6.45pm

Signed:.....

Dated:.....