



OLD PARISH COUNCIL

Chairman: Colin Smart Clerk & RFO Lorna McGoldrick

Minutes of the Meeting of Old Parish Council held on Wednesday 13th November 2019, in the Community Centre,
Townson Close, Old at **7.30pm**

- 1/11/19** Conduct a Public Session (Duration and content at Chairman's Discretion) Public Session closed at: 7.50pm
ROAR: A resident explained that they had a meeting with the clerk, which was helpful. The Councillors held a separate site meeting to discuss the project further.
A resident said that she understood that Public Liability Insurance would be required. Cllr Smart said that if they are placed on Parish Council land, this would need to be verified by our insurers.
A resident asked why the Cherry Hill Dog Bins were not on the asset register on the website and why the planters are still showing at their initial purchase value on the Asset Register. Cllr Smart explained that the Asset List is uploaded to the website annually and the values are recorded as the original purchase price as per accounting regulations. A separate column shows values for insurance purposes.
- 2/11/19** **Present:** Cllrs R. Bury, S. Haughney and C. Beckett and Chairman Cllr C. Smart and 8 members of public.
- 3/11/19** **Resolution to approve apologies for absence:** It was **Resolved** to approve apologies from Cllr Gohil (work Commitment)
- 4/11/19** **Receive changes to registrable interests:** Cllr Smart needs to complete a Registrable Interest form
Action: Clerk to provide Registrable Interest form for Cllr Smart
- 5/11/19** **Record any Declarations of Interest:** None Declared
- 6/11/19** **Minutes:** Council **Resolved** to approve the Minutes of the Council Meeting held on Wednesday 9 October 2019.
Cllr Smart was concerned that the minutes were incomplete as items discussed in the appendix (after the meeting had closed) are not recorded in the minutes along with outstanding actions. Maureen Holliday explained that the minutes of council meetings are a legal record of decisions made by the council. Only matters requiring a decision should be in the agenda/minutes. General discussion should be after the meeting is closed and matters requiring a decision should be taken to the next meeting.
Action: Clerk to contact NCALC to establish protocol.
- 7/11/19** **Planning:** No applications received
- 8/11/19** **Playground Inspection:** Cllr Beckett provided a report, this report identified that the areas beneath the swings needed cleaning, it was **Resolved** to approve inspection report.
Action: Clerk to arrange cleaning of areas identified in Report
Cllr Smart to forward outstanding playground reports to Clerk
- 9/11/19** **Community Defibrillator:** Cllr Bury provided the Clerk with the EMAS template record of Inspections carried out to date for the archived records. There were no advisories. It was **Resolved** to approve the Report.
- 10/11/19** **Mobile Speed Camera:** The mobile Speed Camera is out of warranty, it was **Resolved** to obtain quotes for implementing an ongoing warranty
Action: Clerk to obtain quotes to bring to December meeting
- 11/11/19** **Street Lighting:**
Upgrade: Initial quote from Eon based on data from Western Power has been circulated to Cllrs for consideration. Cllr Smart advised that all quotes received were based on the inventory obtained from Eon

who are responsible for the Street Light maintenance in Old. As the prices quoted vary clarification is needed to ensure that all are for identical works.

Action: Clerk to revisit the quotations from each company.

Electricity Contract: The renewed unmetered electricity contract with SSE starts on November 1st 2019 for 41 months. Cllrs require clarification on the notice required to terminate this contract and if you can issue notice anytime during the contract or just in the cooling off period.

Action: Clerk to contact SSE and report back to Council.

12/11/19 Christmas Tree: The Charities have paid for the Christmas tree. It was **Resolved** that the council would provide additional lights only for the Christmas Tree - up to £100. The council would like to thank the resident who has kindly donated 2 sets of solar lights for the Christmas tree. It was suggested that instead of having a traditional Christmas tree this year the Millennium Tree be decorated with lights, however this is not possible as there is no power source near the Millennium Tree.

The Christmas Tree will be going up on the 8th December.

Action: Cllr Beckett and Cllr Haughney will source the lights.

Cllr Haughney to liaise with Christmas Tree supplier.

Cllr Smart to liaise with Charities

Clerk to advertise Tree decorating date on website.

13/11/19 Fence: Council **Resolved** to accept the quote from N Brown in the sum of £1100.00 for replacing the damaged Fence in the playground and to action an insurance claim. There is a £250 excess with current Insurers whose contract started on 10/07/2019 and is due for renewal in July 2020.

Action: Clerk to make insurance claim for fence replacement on like-for-like basis.

14/11/19 Quotation Request for the pruning of a tree in Cherry Hill: The Clerk had been informed that the tree has been sympathetically pruned by a Cherry Hill resident. Cllr Bury confirmed this. Cllr Smart was concerned that the tree is too close to the adjoining property. It was **Resolved** Cllr Bury will keep an eye on the tree and the need for pruning will be reviewed at the September 2020 meeting.

Action: Clerk to diary review.

15/11/19 Renewal of Grass Cutting Contract due March 2020 :

1. Tenders have been requested from 4 companies, 2 quotations have been received to date, awaiting further quotes.
2. Parish Mowing Grant invoice for 2019 Season, S136 Local Government Act 1972, Council **Resolved** to approve the invoice

Action: Cllr Smart to follow up the Mowing tenders.

16/11/19 ROAR:

1. **Location of bins:** Following a site visit by Cllrs Bury and Beckett and the Clerk, the Clerk met with representatives from ROAR , the 2 residents will continue to provide space for the Bins on their driveways. Council **Resolved** to approve this location for the Bins. After further discussion Cllr Bury and ROAR representative Mrs. Greenfield agreed to have a site visit; Cllr Smart offered to confirm the Parish Council's position with the regards insurance this will be presented to full Council for consideration at a future meeting.
2. Article for the website: Council **Resolved** to approve the website article submitted by ROAR.
Action: Cllr Smart to edit the sheet, possibly requiring reformatting with recycling items which are in a table at present

17/11/19 75th Anniversary VE Day: A committee involving the Cricket Club, the Charities, the Village Hall, the Pub and the church is being formed to organise a Street Party for Friday, May 8 2020. There will be no cost to the council however volunteers are needed to help make this event happen. Council **Resolved** to approve Cllr Smart as the council representative.

18/11/19 Finance and Administration: Resolution to approve items 1-3

1. **Payments:** Council **Resolved** to approve payments between meetings and at this meeting

Date	Payee	Detail	Chq No.	Amount Ex. Vat	Vat	Total chq Amount
13/11/19	NCALC	New Clerks Course	976	£175.00	0	£175.00
13/11/19	L McGoldrick	Salary Home Working	977	£203.20 £18.00	0	£221.20
13/11/19	Eon	Electricity maintenance	978	£23.47	£4.67	£28.16
13/11/19	SWALEC	Unmetered Electricity supply	DD	£200.94	£38.89	£239.83

2. **Bank Balances:** Council **Resolved** to approve the Bank Balance of £16,709.41 on 30th October 2019

3. **Receipts and Payments: Budget Summary, Bank Reconciliation for year to-date:**

The budget summary showed that £7,830 is available to year end, 31st March 2020 which includes £5,200 for replacement street lighting, the remaining budget is extremely tight. The council had been without a clerk for some time but if the clerk salary and the Street Lights budget had been spent as planned the council would significantly exceed the 2019/20 budget by the year end.

19/11/19 Budget and Precept: Cllrs would like a monthly forecast for the remainder of the year to determine the eventual financial position and set the 2020/21 precept with greater accuracy.

Action: Clerk and Chairman to bring budget and precept forecast to December meeting

20/11/19 Meeting Dates 2020: Council **Resolved** to approve dates for Council Meetings in 2020

Wednesday 8th January, Wednesday 12th February, Wednesday 11th March, Wednesday 8th April, Tuesday 28th April Annual Parish Council, Wednesday 20th May Annual Council Meeting

Meeting Closed at 9.40pm

Signed

Date.....

Chairman

Date of next Meeting Wednesday 11th December 2019

Appendix

- Trustee Representative: None in attendance
- Police and Neighbourhood Watch Co-ordinator – Cllr Haughney: no report for anything local. Teenagers seen scoping properties in nearby villages.
- Highways Representative – Cllr Gohil – Not in attendance
- Clerk to give a verbal report - Reported on a letter of complaint with reference to the Coppicing of Cherry Hill Middle Green.
- Parish Councillors verbal reports: Cllr Smart, Cherry Hill Coppicing - Cllr Smart explained that Hazel trees should be no more than 12 foot high, this coppicing was undertaken for the health of the trees. So Cllr Smart in consultation with some residents who volunteered to help decided which trees and bushes required coppicing. This initiative was publicized in the Newsletter and was in the Parish Council minutes. There was some confusion with regards to which trees and bushes. The Cherry Hill residents present at the meeting Thanked Cllr Smart for his work.