

PORTBURY PARISH COUNCIL



Portbury Parish Council Meeting 4th June 2019

Chairman's Report

Finance – Bank Account Signatories – for item 5(c)

Cllr Cooke has taken responsibility for overseeing finances and it is appropriate therefore for him to be a cheque signatory. Other cheque signatories are Cllr Phipps and Cllr Romanski.

Clerk Mrs Drower's enhanced role is giving her closer involvement in matters that might involve purchases. She also has the authority to action emergency maintenance work up to £500 in value, see Financial Regs. It is appropriate also therefore to add her to the list of signatories of cheques.

Councillors are requested to approve the proposal to add (a) Cllr Cooke and (b) Clerk Mrs Drower to the list of authorised cheque signatories.

Former Cllr Longstaff should be removed from the list at the same time.

Planning – for item 8

5 Hillside – [19/P/0465/FUH](#) – has been approved.

27 Caswell Lane – [19/P/0758/FUH](#) – an objection was registered.

Honor Farm – [19/P/0701/CQA](#) – prior approval to convert an existing Barn to residential accommodation.

This application has been refused on the grounds that the amount of demolition is more substantial than expected under the classification for this type of application. In addition, the footprint of the building would be enlarged by the use of exterior cladding and the steel roof is not considered of sufficient strength to support the weight of the roman tiles proposed. It should be noted that the principle of converting the barn is not challenged.

[Oakham Treasures](#) – no information regarding the appeal concerning the signage on Portbury Lane.

Policy Review – for item 9(k) and 9(l)

Complaints procedure

Having reviewed the current policy it is worth pointing out that this document only applies to complaints about the Council's administration and procedures. Cllrs should note the exclusions detailed in paragraph 2. It is suggested therefore that the title of the policy be altered to reflect the scope of application to read – "Complaints concerning the administration and procedures of the Council". There could then be a further policy document detailing how to complain about decisions and conduct of Councillors. Cllrs are invited to consider the creation of a further policy document.

Councillors Code of Conduct

The current policy originates from a standard form issued by ALCA (NALC?) and has little variation from this apart from name customisation.

The policy is all embracing and seems to cover the needs of any Parish Council. However, what is lacking perhaps is an emphasis on the fact that we represent our residents, especially in matters where we have been given a clear mandate to act. This means that in some circumstances it might occur that a Councillor personally disagrees with a course of action taken by the Council, but this action might have been fully supported by our "constituency". Councillors should then act accordingly when it comes to taking resolutions as a Council.

It is proposed that a form of words should be added to the General Principles section to explain this. Cllrs are invited to consider this proposal.

MAP 29th May 2019