

Cadeby Parish Council

cadebyparishcouncil@gmail.com

Minutes of the Parish Council Annual Meeting held on Thursday 10th May 2018, at 7:00pm in Cadeby Church Hall

PRESENT: Councillors: Denis Winterbottom (DW); Jonathan Lane (JL) ;Ian Smith (IS); Simon Freeman(SF)

Sue Millward (SM) (Clerk/RFO)

ALSO PRESENT: 6 members of the public

Item No.	Description	Action
1180/18	ELECTION of CHAIRMAN: Jonathan Lane was nominated by Simon Freeman, seconded by Ian Smith. Ian Smith was nominated as Vice-Chairman by Jonathan Lane and seconded by Denis Winterbottom.	
1181/18	WELCOME: The Chair welcomed those present and thanked them for their attendance.	
1182/18	APOLOGIES: County Councillor Ivan Ould; Borough Councillor Maureen Cook, both attending other meetings.	
1183/18	DECLARATIONS OF PECUNIARY INTEREST – None	
1184/18	APPROVAL AND SIGNING OF MINUTES The Minutes of the meeting of 23 rd March 2018 were agreed and signed as a true and accurate record.	
1185/18	UPDATE OF ACTIONS since the previous meeting -Item 1129, 20/1/17: Grit bin – Highways Dept. application form to be forwarded to & reviewed by the Chair & DW. Item 1141/1 23/5/17: State of wall on Rectory Lane. HBBC will progress. To be reviewed in 1 month	JL/DW
1186/18	POLICY AND FINANCE: It was resolved to - 1) certify the authority as exempt. The certificate of exemption for year ending 31 March 2018 was signed off by SM,RFO and JL, Chair and will be submitted to the external auditors. all councillors had previously received and noted the annual internal audit report- 2) approve Section 1,the Annual Governance Statement 2017/18. The statement was signed off by JL,Chair and SM, Clerk, then 3) approve Section 2 the Accounting Statements 2017/18. Certified by SM,RFO and signed by JL, Chair. SM- RFO advised the councillors that the notice of the period for the exercise of public rights for the year ending 31 March 2018 will commence on 4 June 2018 and end on 13 July 2018. 4) make payments to – LRALC £115.03, membership subs; JF Humphreys £85, internal audit 17/18;Zurich £339.23, Ins policy renewal 1/6/18-31/5/19; S.Millward£434.52, reimbursement of purchase of electronic equipment; S Millward £67.68, expenses. 5) approve Financial Report detailing total monetary assets at 10/5/18 £5844.56. See attached. The report and bank statements to 22/4/18 were signed off by JL,Chair 6) adopt NALC customised Model Standing Orders 7) approve the asset register at 10/5/18; the risk assessment register; the Systems procedure 1.1 8) GDPR Compliance -to approve Data Audit 2018 9) to adopt NALC General Privacy Notice & Staff Privacy Notice; Subject	

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	<p>Access Request Policy; Consent Form and LRALC Data Protection Policy; Data Breach Policy</p> <p>9) register with ICO and pay the Data Protection Fee</p> <p>10) hold Parish Council meetings in July;Sept;Nov;Jan;March;May</p>	
1187/18	<p>ISSUES ARISING FROM ANNUAL PARISH MEETING 3 MAY 2018 – the draft minutes were presented for consideration.</p> <p>Defibrillator – a report detailing permissions from required authorities on the 4 locations currently being considered was presented to the meeting. The report identified that the phone box site was the only site to achieve all required authorities permission. The costing were prepared for this site with Western Power £3368; CHT Managed Solution£1348. LCC yet to advise. Objections to this site from the floor were noted. SF & IS proposed the inside the Church Hall site. The Clerk advised the meeting that the PC may be unable to support this location as it contravened the recommendations of accredited health organisations e.g. BHF, Ambulance Service; CHT. The Chair advised the floor that, if the PC did decide to support the consensus for the installation, the indications to date were that whichever site was chosen someone in the village would be disappointed. Mr V Broadfield suggested installing in church hall wall, available from the outside but flush with the wall. This suggestion would require the Landlords permission. The Chairs’ proposal to consult the residents on the merits of the phone box site and inside the church hall site was accepted. SF requested that his opposition to this proposal be minuted.</p> <p>Conservation Area – it was agreed to ask Mr Keith Sollis to draft a letter of concern to Hinckley & Bosworth Planning Office on the PC’s behalf. The draft will be reviewed by Councillor Winterbottom and forwarded as required by the annual parish meeting 3/5/18. It was also agreed to discuss and consider the preparation of a Cadeby Neighbourhood Plan.</p>	
1188/18	<p>STREET LIGHTS, BOSWORTH ROAD – to chase Ernie Roberts, LCC for an update following his discussions with Councillor Winterbottom.</p>	SM
1189/18	<p>PLANNING APPLICATIONS</p> <p>15/00416/FUL – LCC Highways have accepted that the vehicular access works have been carried out in error. They accept that the appropriate planning permissions are not in place. They now intend to support the Planning Office in their efforts to resolve the issue.</p> <p>APP/K2420?D/18/3199006 – the Householder Appeals Service provides no opportunity to submit comments</p> <p>The Old Farm House, Sutton Lane, Increased roof height + extensions – the PC has advised the Planning Office, there are no papers available to consider.</p>	
1190/18	<p>CORRESPONDENCE</p> <p>NALC notice of Section 137 Expenditure Limit 2018-19 is £7.86, the % increase in the retail index September 16 to September 17.</p> <p>RCC invitation to ‘keep in touch’. Agreed</p> <p>SM, Clerk- letter of concern re non issue of contract of employment & NALC salary scales.</p>	
	<p>Date of next meeting- 19 July 2018, 7pm</p>	
	<p>The meeting was brought to a close at 9.30pm</p>	