

WITHERN WITH STAIN & TOTHILL PARISH COUNCIL
MINUTES OF THE MEETING HELD
12 th DECEMBER 2017

Present: Cllr Acklam (Chair); Hughes; Harvey ,Thompson, (Cllr Lees joined at minute no. 73)
Cllr Cullen (LCC)
Mrs J. Cooper (outgoing Parish Clerk)
Mrs M. Perrett (incoming Parish Clerk)

16 Members of the public

During the public session concerns were raised by members of the public at the planning committee process in respect of the application for Ashtree House, Church Lane. It was felt that the presentation of the application at ELDC committee was biased towards the applicant, objectors and Parish Council views were not taken into account, the photographs used by the Planning Officer were felt to be biased and the Officer did not give a balanced viewpoint. The Parish Council was asked to write to complain at the process (discussed at minute 77).
Members of the public also raised the matter of the poor state of the footpaths in the parish, it was felt they were becoming a health and safety issue due to their poor maintenance.

68. APOLOGIES

Apologies and valid reasons for absence were received from Cllr Donner, and it was agreed to accept those reasons.

Cllr Harrison (ELDC) also forwarded her apologies.

69. DECLARATIONS OF INTEREST

There were none declared at this stage.

70. MINUTES OF THE MEETING HELD 31 ST OCTOBER 2017

It was proposed, seconded and **resolved** that the minutes of the meeting held 31 st October 2017 be signed by the Chairman as a correct record.

71. UPDATES FROM THOSE MINUTES

Minute 61 – LALC have now confirmed that changes in legislation mean councillors no longer have to complete Dispensation forms to set the precept.

Minute 65 – Members were introduced to the new Clerk – Mrs M. Perrett and her appointment was agreed. The Chairman signed the Contract of Employment.

72. FINANCIAL MATTERS

a) Accounts for payment:

The following accounts were presented, and it was proposed, seconded and resolved that these be paid:

Mrs J. Cooper – final salary (November/December)	£188.00
Mrs M. Perrett – incoming Clerk December salary	£ 72.50
PAYE	£ 18.80
R. Aldrich (grounds)	£413.50
J. Cooper (expenses 1/4 – 12/12)	£ 36.39

b) Letter from Citizens Advice Bureau asking for donation.

It was proposed, seconded and **resolved** not to donate.

c) Budget and precept 2018/19. The Clerk had prepared the budget for consideration and agreement at this meeting in order to be able to show the new Clerk the precept process. It was agreed to set the budget at this meeting for 2018/19 and members examined the proposal and noted the potential expenditure for 18/19. It was then proposed, seconded and **resolved** that the precept request for 2018/19 remain as previous year, and set at **£3158.00**. ELDC to be informed when the relevant paperwork arrived.73

73. CORRESPONDENCE

□ LCC – County Council have written to Parish Council advising that they will continue with the two cuts of amenity verges but if Parish Councils wished for more then LCC would be willing to allow Parish Councils to add such cuts to their own contracts, and reimburse at a rate of 4.4p per sq m per year. It was decided not to take up this offer this year.

□ Audit Commission – Audit arrangements for 2018/19 year had been received, smaller Councils can “opt out”, and LALC are looking to provide a service for such councils to assist them with complying with the legislative requirements.

□ Data Protection Officer – changes in legislation (updating the Data Protection Act) mean Parish Councils will now have to comply with the Act and appoint a Data Protection Officer. LALC will be sending out more details and information, but current view is it cannot be the Clerk or a Councillor as the DPO needs to be independent.

□ Details of a company providing “Village Entrance Gates” – agreed not to proceed.

□ Anglian Water Authority – replacement of water main work will affect parts of the village – noted.

74 UPDATE LCC CLUSTER MEETING

Cllr Hughes attended the LC Highways cluster meeting, along with Cllr Harvey. The web portal for reporting of highway issues was demonstrated and a contact officer for Parish Councils named AS EDLC Local Highways Manager Mr Andy Radcliffe. Cllr Hughes felt it was more a tick box exercise by the County Council to showcase itself.

75. TENDER PROCEDURE – GRASS CUTTING

The Clerk (Mrs Cooper) advised that the current tender was up for renewal in March 2018, and that the Council should give due notice to anyone interested. It was agreed to put a notice on the notice board in the village to invite any other interested parties to submit tender in time for a decision at the January meeting. The current contractor had already submitted his tender.

76. NEW WEBSITE

a) Contact details – it was agreed that members should not be forced to have their personal addresses, telephone numbers or e mails on the web site, as there would be a central Parish Council contact through the Clerk. However, any member who was happy for their details to go on would contact Cllr Acklam.

b) Further information – Cllr Hughes wondered what additional information could be included, for example more on local groups. Cllr Acklam was happy to include groups but they needed to contact him.

c) Publicity – It was agreed not to do another flier, but to have notices on the notice board, in the bus shelter, in the Pearly Button shop, the Red Lion and the Village Hall. Cllr Hughes agreed to look at designing a notice.

77. PLANNING

a) – Applications:

Amended Plans (Drainage and Layout) – Chalk Lane (N212/2354/16) - Cllr Acklam suspended Standing Orders to allow members of the public to speak on the amended plans (drainage and layout) for the Chalk Lane development. After listening to the public's views and objections (which he asked to be limited to the amendments), Standing Orders were reinstated and councillors discussed concerns. Cllr Hughes declared a personal interest as a resident of Chalk Lane. It was then proposed, seconded and **resolved** that the Parish Council object to the amended plans on the following grounds:

The amended details do not seem to address the issues raised previously, the new plan does not appear to show any way of the water draining off site. If the water is to remain on site this will lead to flooded areas and stagnant water which could lead to health issues; the plans show a widened dyke to assist in drainage but the Parish Council feel this is unacceptable given to potential impact on neighbouring properties. Members also feel the proposal could affect the existing foul sewage system.

It was also agreed that the Council should re-iterate its objections sent earlier.

Acid Tank and bunding – Prosperity Farm, South Reston (N161/02217/17) – No objection in principal providing the development would not result in an increase in odour from the premises.

b) Decision –

The approval for Ashtree House, Church Lane was noted.

C) Policy

It was agreed to adopt a policy for the Parish Council in respect of dealing with planning applications where responses are required before a normal meeting, and to cover Chairman/Vice Chairman speaking at ELDC committee.

d) ELDC Planning Committee

Following concerns raised by the public during the public session, and the Chairman having similar concerns when speaking at ELDC planning committee it was agreed that the Parish

Council formally write to ELDC to formally complain at the planning committee process. Cllr Acklam to draft the letter as he attended on behalf of the Parish Council, and forward to the Clerk to forward to ELDC on letter head paper.

78 ANY OTHER MATTERS/NEXT AGENDA

Cllr Lees asked if speed limit on Aby Road could be discussed – next agenda.

Cllr Acklam wondered about producing a Parish Plan/Neighbourhood Plan. Outgoing Clerk to find information for new Clerk for next meeting.

79. DATE AND TIME OF NEXT MEETING(S)

The following dates were agreed for the next three meetings:

30 th January

13 th March

24 th April.

There being no further business the meeting closed at 8.30pm