



# **CAYTHORPE**

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## **Parish Council**

### **Caythorpe Parish Council**

Our monthly meeting of the Parish Council was on 5 June 2018 at 7.30pm in Caythorpe War Memorial Hall.

### **Attendance and Declarations**

**18/101 Attendees:** Cllr Cons, Cllr Duff, Cllr Boon and Cllr King

DC Cllr Roger Jackson. No members of the public present.

**18/102 Apologies:** Cllr Reddington

**18/103 Declarations of interest from members on any item to be discussed:** None

**18/104 To approve the minutes of the meeting 1 May 2018**

All in favour of approving the minutes as a true and accurate record.

It was also agreed to put the draft May 2018 APM minutes on the website pending approval in May 2019.

**18/105 Motion to open the meeting to the members of the public to discuss any items**

**18/106 Motion to close the meeting to the members of the public and to continue with the rest of the meeting**

**NSDC – update from District/County Councillor Roger Jackson**

**18/107**

- Cllr Jackson suggested that both Hoveringham PC and Caythorpe PC write independently to NCC Highways FAO John Cottee asking why Caythorpe was missed off obtaining weight limit 7.5 tonnes to stop HGV's coming through the village. There was concern about the bridges in the village not being strong enough to take the weight.

### **Cllr Cons to liaise with Hoveringham Parish Council**

- Cllr Jackson suggested asking NCC to rod the culverts outside the Village Hall Car Park to stop the ponding.

### **Clerk to contact NCC to ask them to rod the culverts outside the village hall.**

- As the car parking due to the trains is getting worse in the road to Caythorpe and because Lowdham are trying to get yellow lines on Station Street and around the road junctions then it was felt this would make the matter worse for Caythorpe.

- Cllr Jackson has been up the road to the allotments (which are rented to a resident) and felt it just needed chippings to be used to fill the holes
- Cllr Jackson has applied for £200 to assist Caythorpe PC with their new notice board.

18/108 To discuss Parish Councillor vacancy

Clerk to notify NSDC that we have a vacancy and to start the process off for his replacement.

PC to purchase a gift for Simon Harbidge to thank him for his hard work.

#### **Upkeep of highways/village facilities**

##### **18/109 To receive an update on the progress of the new noticeboard**

Cllr Boon is aware of railings and a concrete post near the pumping station for the noticeboard which the new notice board would be clamped and screwed onto. The notice board would then be removed from near the Black Horse.

##### **18/110 To discuss Village Clean Up**

Some of the work is to be done after the verges have been cut. There will be an updateable list on the website and Facebook. Volunteers to notify Cllr Reddington by phone (07393212044) of the work they intend to do, they will then be sent Health and Safety instructions and they then advise him when they have done the work.

##### **18/111 To discuss the volume of HGV's going through the village**

Both Caythorpe Parish Council and Hoveringham Parish Council are to write independently asking why Caythorpe was missed off when NCC Highways (John Cottee) made their decision several years ago and to ask for signs to be installed.

#### **Planning**

**18/112 New applications – 18/00916/FUL 31 Caythorpe Road, Caythorpe** – householder application for erection of a two storey rear extension and single storey orangery to replace existing conservatory. **Supported by all Councillors**

**18/113 Decisions – 14 Caythorpe Road, Caythorpe** – householder application for proposed loft conversion – **Refused by NSDC – see website for details.**

#### **Finances**

**18/114 To agree the final balance of the accounts on 31 May 2018.** It was noted that the PC still held a ring-fenced sum available for funding a village project, as outlined at the APM. Suggestions still being sought from villagers.. As the Parish Council has no insurance cover for the allotments which we rent out, so we are asking Came and Co regarding their Public Liability Insurance and what it covers. The allotments have a public bridleway running through it.

Final balance agreed.

**Clerk to contact Came & Co regarding Public Liability Insurance cover.**

**Cllr Duff to contact our allotments tenant.**

**18/115 To accept accounts for payment**

Agreed to pay clerk's salary £156.75, Came and Co £218.00 and Village Hall £75.

Document signed by two Councillors.

**18/116 To consider and approve the Annual Governance Statements and authorise the Chair and Clerk to sign.**

Approved and signed by Chair and Clerk.

**Clerk to put documents on website.**

**18/117 To consider and approve the Accounting Statements and authorise the Chair and Clerk to sign**

Approved and signed by Chair and Clerk.

**Clerk to put documents on website.**

**18/118 To review GDPR policies**

Councillors agreed GDPR policies on mass (Privacy notice for staff etc., to be finalised for agreement in July). To be reviewed annually.

**Clerk to put on website and Clerk to set diary date for review.**

**Clerk to send out reminders for Village List where no reply has been received.**

**18/119 To discuss whether to adopt the Co-Option Policy already circulated**

Deferred until July.

**Flood Wardens report**

**18/120** To discuss how to report flood warden activities since Simon's resignation from the Parish Council.

**It was agreed that Simon should send his report to Cllr Cons and copy in Clerk.**

Report from Simon Harbidge (Volunteer) No report.

**Neighbourhood Watch Report**

**18/121** To discuss how to report neighbourhood watch activities since Simon's resignation from the Parish Council

**It was agreed that Simon would send his report to Cllr Cons and copy in Clerk.**

Report from Simon Harbidge (Volunteer) No report.

**Any other correspondence**

**18/122 To consider the newly proposed Local Geological Site selection criteria. Consultation ends 2 July 2018**

Caythorpe PC had no comments to make.

**Clerk to ask about Part 2 of the Local Minerals Policy, Notts County Council.**

**18/123 Any other business**

1. Clerk to ask Savills for a reply to her correspondence with them about Harvest Hill and then forward to all Councillors along with NALC's information about allotments.
2. Cllr Duff to establish the notice required for allotments for our tenant.
3. Clerk to look into buying a 3 drawer filing cabinet needed under GDPR.

**Meeting closed 9.25p**

DRAFT