

Shilbottle Parish Council

Minutes of the meeting held on

Wednesday 5 September 2018

in The Haven Community Room.

Present

T.W.Scott – Chair, Councillors Aitchison, Elliott, Councillors Mrs Haddow, Lewis, Robertson

Apologies Councillor Burns Councillor Mrs Hood and Mrs Robson and County Councillor Thorne.

Public Speaking

No Members of the Public were present.

- Minutes of the last meeting held on 4 July 2018 were unanimously approved.
Proposed Councillor Mrs Haddow, seconded Mrs Lewis.
- Matters arising for discussion – all listed as Agenda items
- **Correspondence**
 1. NCC planning - There was no further update on the land at Greenacres. The Clerk would follow this up.
 2. Mike Evens reports on Play Area.- The Zip wire needs stabilising. We need to have further discussions with Mike Evens.
 3. Age Concern- As the Council has designated its Charities for the year, unfortunately we will not be able to donate this year.
 4. Co-option of new Councillor – there had only been one expression of interest and that was from Graham Huggins a former Parish Councillor.
 5. Co-operative stonemason reference erection of monuments – The Chair of the Council and members of the Cemetery Committee had recommended approval.
 6. Email from NALC re new external auditors.
 7. A letter had been received from the Chair of the Community requesting funding towards the cost of the repair of the Windmill. As the Finance Committee had pointed out at all previous meetings, and the Clerk had an update on incomings and outgoings this Financial year, there is no room in the Budget for anything other than planned expenditure. The Clerk to write to Mr. Edmonds explaining the situation and to apply again before the Budget is set in 2019 and if there are surplus funds we shall look at the request again. The Parish had already declined a request from St. James' Church because of financial pressures.

- **Finance: The following accounts were presented for approval**

○ Daniel Metcalf wages/cemetery fees	£596.30
○ Greensite Services	£255.43
○ Mike Evens	£110.00
○ Mike Evens removal of basket swing –	£14.00
○ Greaves Grindle PAYE	£60.00
○ Greaves Grindle – internal audit	£480.00
○ The Clerk stated there was a typing error on the last item which should read £480.	

Finances approved by Chair and Vice Chair following the last meeting and brought to attention of Councillors.

NALC membership	£265.47
NALC Website	£75.00
Braeside – HEDGE CUTTING	£216.00

INCOME – CEMETERY FEES	£230.00
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- **Audit statement.**

Audit still with external Auditors. The Clerk had received an email from NALC stating Councils were having many problems with new Auditors. We have heard nothing as yet. Internal audit- Greaves Grindle Accountants - had raised no problems.

The Finances were proposed Councillor Mrs Robertson, seconded Mrs Lewis and unanimously approved.

- **Planning** for the month

No applications had been received. Councillor Mrs Robertson asked if any further news on Greenacres. The Clerk stated no further information had been received.

- **Co-option of Parish Councillor**

The Chair had received notification from former Councillor Graham Huggins as to re-joining the Council. He explained the important roles Councillor Huggins had undertaken and stated that he, The Chair would forward his interest.

Councillor Mrs Haddow proposed we co-opt Mr Huggins, this was seconded by Councillor Mrs Lewis. All Councillors with one exception were in favour of co-option.

The Chair would inform Mr Huggins and ask him to sign and return the Declaration of Interest.

Councillor Training

To confirm date of 26 September for training session at 6.00 p.m. in The Haven Community Room.

- **Vandalism/Inappropriate behaviour in Play areas**

Councillor Mrs Haddow suggested that the Basket swing be replaced as there had been minimal vandalism over the Summer months.

- **Feedback from Finance Committee** - Councillors Mrs Haddow, Lewis, Burns, **Scott, Robson, Hood.**

The Finance Committee together with the Clerk had compiled A COMPREHENSIVE STATEMENT for this financial year and as predicted finances were very tight. Apart from the cemetery fees, which had increased from £110 to £175 in July we have only the Precept to rely upon. Councillors were given a draft of incomings and outgoings. This was only a Draft and not yet finalised.

- **Feedback on Welfare issues –** Councillors Burns and Mrs Haddow
To set a date for next meeting. Councillor Mrs Haddow informed that Councillor Burns was out of the country at present and therefore there may be a slight delay.

- **Feedback on play areas -** Councillors Mrs Hood again stated there were issues with the zip wire. She would liaise with Mike Evens and also tell him to replace Basket swing.

- **Liaison with NCC** Councillor Mrs Haddow. Councillor Mrs Haddow had met with Councillor Thorne and spoken to Rueben and Dale Rumney. They are awaiting two estimates for a bus shelter.

The Clerk had been on several sites and brochures were ordered. Councillor Mrs Robertson to advance project.

Cemetery Councillors Burns, Elliott, Haddow, Hood, Lewis and Scott.
Update on state of cemeteries.

The Chair and Vice Chair had been to the cemeteries on several occasions and work needed doing. The cemetery caretaker advised to go ahead and order soil, gravel etc.

Under Additional Agenda, the Chair proposed the purchase of a computer to be used for cemetery records and all matters relating to cemeteries.

After some discussion, this was unanimously approved.

- **Bus Shelters** Councillor Mrs Robertson
- The Clerk had been on several sites and brochures were ordered. Councillor Mrs Robertson to advance project.
- **Dog Fouling / Litter** All Councillors for designated areas. It was generally agreed that the village had been cleaner during the Summer months.
- **WEBSITE**
It was agreed that a Committee was not needed. A great deal of groundwork had been done during the summer months, for the Profile. Councillors' interests and short histories were almost complete. Two were outstanding.
Further progress would be made after 26 September when we met with NALC.

Declaration of interest Forms

All Councillors with one exception had completed forms and returned them to the Clerk.

Remembrance Sunday.

Councillor Mrs Haddow stated that she had contacted Chris Lendrun following a presentation by Margaret Weaver at the last Council meeting. Mr Lendrun's wife was unwell when Mrs Haddow was reporting back to Council as to further consultation.

Councillors were surprised when Councillor Mrs Robertson informed the Council that everything had changed and she produced a leaflet from the Church which had been compiled without any reference to the Parish. A heated debate followed and Councillor Mrs Robertson was asked to relay to the Church that someone needed to speak to Councillor Scott, and in the near future.

This concluded all Agenda Items and the meeting closed at 8.20 p.m

Everyone was again reminded of the Training session at 6p.m. on 26 September in The Haven Community Room.

The date of the next meeting is WEDNESDAY 3 OCTOBER 2018 at 7.00 p.m. in The Haven Community Room.