

Harby Parish Council Minutes

Ordinary Meeting

Thursday 02 October 2014 at Harby Village Hall

Start: 19:30	Finish: 20:50	Reference: 073/14
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<p>Councillors Present: Richard Croft (RC), Neville Holmes (NH), John Howard (JH), Caroline Nolan (CN), Stuart Parkin (SP), Diane Quibell (DQ) and Jayne Rose (JR). Cllr Dobson (County Council), Cllr Shaw (District Council) and Cllr Shillto (District Council). Clerk: Lydia Smithson</p>

Item	Title and Decision	Action Required
073/14/1	Apologies for absence. None.	-
073/14/2	Declarations of Interest (<i>in accordance with Localism Act 2011</i>) RC item 073/14/6 (Jowett's Wood)	-
073/14/3	Suspension of Standing Order (July 2012 version) It was resolved to suspend Standing Order 1g. New legislation now permits the recording of council meetings.	-
	<p>Update from Police Community Support Officer (PCSO) Thomas Pettit</p> <p>a. Warning that oil has been stolen from oil tanks (mainly industrial). Keep tanks secure. Deterrent stickers given for parishioners to stick on oil tanks (JR).</p> <p>b. If you see any vehicles capable of carrying diesel at night e.g. towing a trailer with a tank on the back, please take registration, make, model etc and report.</p> <p>c. Deterrent signs given for parishioner's outbuildings (RC).</p> <p>d. There has also been some hare coursing in the area.</p> <p>e. Council reported inconsiderate parking at the bottom of Station Road bridge.</p>	<p>LS send next meeting date to PCSO.</p> <p>RC and JR distribute signs.</p> <p>LS print flyers for cars. PCSO to visit.</p>
073/14/4	<p>10 minute public time</p> <p>a. It was resolved to permit Harby History Group an additional six months to spend their 2013 grant money on the re-print of the History of Harby books.</p> <p>b. It was resolved to spend the remaining Best Kept Village budget (£22) on winter pansies.</p> <p>c. Collingham Fire Station is to remain open.</p> <p>d. Request for benches on cycle track towards Wigsley.</p> <p>e. Draft planning application for wind turbines near Clay Lane by Urban Wind, is currently on hold.</p>	<p>JR notify Group.</p> <p>JR.</p> <p>-</p> <p>LS.</p> <p>-</p>
073/14/5	<p>Approve draft minutes</p> <p>It was resolved to approve the following minutes: Ordinary (ref 069/14), extra-ordinary (ref 070/14) and Planning (ref 071/14 and ref 072/14).</p>	LS upload online.
073/14/6	<p>Update on matters arising from the above minutes</p> <p><i>Ref 069/14 (Ordinary meeting)</i></p> <p>a. Safer Neighbourhood Meeting</p> <p>CN attended. Speeding traffic considered. Harby being consulted about a 20mph speed limit outside of the school. It was resolved to support this.</p>	LS notify NCC.

	<p>b. Outstanding tree work by NSDC Tree work on Millfield Close completed. Fallen branches removed from Darbyshire Close. The trunk is split on the lilac tree on Darbyshire Close so NS Homes getting quotes to fell it. The tree on the junction of Low St and Wigsley Rd requires reducing – NS Homes getting quotes.</p> <p>c. Community library meeting County council offered ex-stock bookshelves for village hall. However, due to the library van not currently being threatened and this being accessible for residents, it was decided not to move the project forward at the present time. An alternative would be a community book swap area.</p> <p>d. Census Fact Sheet</p> <p>e. Land Registry update Application and documents submitted to register the Wigsley Road allotment land. Application submitted to update council's registered correspondence address on existing registrations. Query as to whether the Village Hall land is registered with the Land Registry, as the Council are trustees.</p> <p>f. Clay Lane footpath signs – now installed.</p> <p>g. Creating new website update Software purchased, website to start being designed</p> <p>h. Painting of village sign located at Village Hall To be painted and post installed by end of year.</p> <p><i>Ref 070/14 – Extra-Ordinary Meeting(Jowett's Wood)</i></p> <p>a. Update on actions</p> <ul style="list-style-type: none"> i. Two poplars trees on the rear boundary felled. ii. JH unable to secure sale of felled wood. DQ to investigate further. iii. Council property to be inspected before November meeting. iv. Tenant advised ivy cut off base of trees and pruning completed. v. It was resolved to mark the edge of the wood alongside the access lane before the next meeting. 	<p>LS monitor.</p> <p>-</p> <p>LS.</p> <p>-</p> <p>JR investigate.</p> <p>-</p> <p>LS.</p> <p>JR and CN.</p> <p>-</p> <p>DQ.</p> <p>LS and Cllrs.</p> <p>-</p> <p>RC and JH.</p>
073/14/7	<p>Financial</p> <p>a. Budget update. Update given. It was resolved to approve the budget update including moving £100 from the community contribution header to the miscellaneous header and £150 from community grass cutting to administration header.</p> <p>b. Bank reconciliation: 2014/15 Balance £8,195. Payments to date £4,320. Receipts to date £2,200. It was resolved to approve the reconciliation.</p> <p>c. Payments: It was resolved to approve the payments (p3).</p> <p>d. Receipts: See page 3.</p> <p>e. Review of bank accounts. Looking into Unity Trust Bank</p>	<p>-</p> <p>-</p> <p>-</p> <p>CN.</p>

073/14/8	Policies and Procedures It was resolved to approve the: a. Updated Standing Orders b. Updated Financial Regulations c. Updated Complaints Procedure d. Updated Asset Register e. New Grievance policy f. New Disciplinary policy	LS upload online.
073/14/9	Community Led Plan Update Community consultation data has been collated and analysed and a report written. There's an open meeting on 22 nd Sat Nov 11-3pm, to share the results. Business consultation is in progress.	-
073/14/10	Greening campaign –	-
073/14/11	County Council Supporting Local Communities fund It was resolved to make an application for a dropped kerb on Cross Lane and for new village entrance signs.	LS.
073/14/12	Correspondence a. Open and Accountable Government New Regulations (for information) b. County Council -Snow Wardens and Winter Assistance c. NSDC SDP consultation (for information)	LS implement any actions. RC drop salt bags in grit bins. -
	Summary of minutes for newsletter	LS

Documents for payment

Payment to whom	Particulars of payment	Total
Grant Thornton	2014 Annual Return Audit	£ 240.00
Clerk - Amazon	Serif Webplus X7 - web design software	£ 78.52
Clerk - Cartridge people	Printer toner cartridge	£ 19.49
Clerk - Staples	Wrist rest	£ 12.49
Clerk - Kaspersky	Anti-virus protection 1 year	£ 35.99
Clerk	Quarterly salary	£ 225.00
Hall hire	Sep 2013- Aug 2014	£ 134.00
TJS tree services	Felling 2 poplar trees Jowett's Wood	£ 300.00
Continental Landscapes	Grass cutting 8 and 28 July	£ 102.00
Continental Landscapes	Grass cutting 6 and 20 Aug	£ 102.00
Continental Landscapes	Grass cutting Apr - Reissued cheque 000053 went missing	£ 153.00
Land Registry	Land charges search for Wigsley rd allotment application	£ 2.00
	Total	£ 1,404.49
Payments made from petty cash		
Saxilby Post Office	Passport photos for Land Registry Application	£ 4.50
Saxilby Post Office	A4 paper	£ 4.55
Post Office	Postage - DAS legal services	£ 1.24
Michelle Poole Florist	Flowers for councillor opening new play area	£ 9.00
Post Office	Postage - Land Registry Land Search	£ 0.62
Post Office	Sticky notes	£ 1.59
	Total	£ 21.50
Receipts		
HMRC	Vat reimbursement	£ 711.99
Natwest	Interest (£0.88 and £0.96)	£ 1.84