

Harby Parish Council Minutes

Ordinary Meeting

Thursday 23rd March 2017 at Harby Village Hall

Start: 19:40	Finish: 21:30	Reference: 120/17
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Councillors Present: Howard, Medley, Nolan (Chairman), Parkin, Quibell and Rose.

Clerk: Lydia Smithson.

Members of the public present: Three and two police officers

Item	Title and Decision	Action Required
120/17/1	Apologies for absence. Cllr Thursby (personal).	-
120/17/2	Declarations of Interest (<i>in accordance with Localism Act 2011</i>) -	-
120/17/3	10 Minute Public Time The drain opposite Millwell House, Church Rd is broken in two places. The village sign from the village hall has been repainted, the old post needs grinding out and then it will be re-erected.	Clerk report. Cllr Howard speak to parishioner to assist.
120/17/4	Police: Regular update from PCSO Katherine Hyde including latest crime figures PCSO Hyde was unavailable to attend, however Beat Manager PC Martin Standard and PC Gareth Nicholls attended. Chairman Nolan provided positive feedback on PCSO Hyde's proactive approach within the parish. A long discussion was held between the police, the Council and members of the public regarding rural crime in particular hare coursing and the use of motorbikes off-road. Cllr Medley is to liaise with the police and local farmers to help target these issues. Two incidents have occurred since January: 1) Two males in a van were in the village for a few hours and were selling items from a holdall (Church Lane) and 2) torches were seen in a yard of an empty house. Upon police arrival there was no one in the area, all buildings were secure and no damage was caused (Tom Otters Lane). Issues with reporting incidents through 101 were raised. Due to the Lincoln area code in Harby on landlines, calls are directed to Lincolnshire police unless you are ready to press a button to redirect to Nottinghamshire police. The police reminded residents not to leave items in vans overnight or items in unsecured gardens. <i>The police officers left the meeting.</i>	Cllr Medley. - Clerk add reminder in Trio newsletter. -

Signed/Initials:

Chairman

Date:

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120/17/5	Approve draft minutes It was resolved to approve the following minutes: Ordinary (Ref 117/17) and Planning (Ref 118/17)	Clerk add online.
120/17/6	Update on matters arising from the above minutes: a. Registering with the Information Commissioners Office Completed some further actions may need to be taken. b. Local Council Foundation Award Application Applied. c. Consider arranging a mobile cinema evening Add to next agenda. d. Registration of the Village Hall with Land Registry To action.	Clerk. Clerk. Clerk.
120/17/7	Formally note receipt of the Clerk's resignation and update on the appointment of the new Clerk and ratify interview panel's recommendation It was resolved to move this item into closed session at the end of the meeting.	-
120/17/8	Community Speed Watch Scheme update The March session was successful with over 50 speeding vehicles noted and details were sent to the police. The fastest vehicle recorded was 61mph. The speed gun is to be hired on the 24 th April for the next session. PCSO Hyde asked the volunteers to make sure the Vehicle Registration Numbers are very carefully recorded to ensure they are correct and enable the follow-up police intervention to be carried out.	- - Clerk inform volunteers.
120/17/9	Community Led Plan (CLP) update The monitoring group is down to 4-5 members, at the latest meeting a new Chairman was chosen, which is Cllr Rose. It was noted that the mobile phone signal improvement objective needs to be a three village project. The CLP AGM is scheduled for the 9 th May.	- Clerk. -
120/17/10	Consider request to carry out drainage works on Station Road Field Deferred, pending quotes.	Clerk add to next agenda.
120/17/11	Financial a. Budget update The budget had been circulated prior to the meeting and an update was provided. b. Approve latest bank reconciliation It was resolved to approve the reconciliation.	- -

	<p>c. Approve invoices for payment It was resolved to approve the invoices for payment.</p> <p>d. Feedback from the Council's Internal Audit The feedback from the 2016-17 interim internal audit had been received and circulated. The audit was completed based on the Nottinghamshire Association of Local Councils' internal audit guidance. It was resolved that the Clerk would undertake the suggested actions, including drafting the Staffing Committee's Terms of Reference and an Equalities Policy.</p> <p>e. Consider and approve applying for a debit card for the current account It was resolved to approve the application for a debit card following Council consideration and approval of any relevant updates to the Financial Regulations and Standing Orders</p>	<p>Clerk make payments.</p> <p>Clerk add to next agenda.</p> <p>Clerk obtain forms, and review Regulations.</p>
120/17/12	<p>Correspondence</p> <p>a. Neighbourhood Watch Conference and AGM 13th May Noted.</p> <p>b. District Council Community Infrastructure Levy Consultation</p> <p>c. Agree entry to Best Kept Village It was resolved to enter the competition and agree the dates for the village tidies.</p>	<p>-</p> <p>Cllr Nolan.</p> <p>Clerk.</p>
120/17/13	<p><i>Due to the confidential nature of the business to be transacted, the Council resolve to go into closed session in accordance with the Public Bodies (Admissions to Meetings) Act 1960 for item 120/17/13.</i></p> <p>a. Consider latest correspondence on the Jowett's Wood dispute. The Council considered the recent correspondence. Its position remains unchanged, whereby the offer of an expert determination stands in order to bring the matter to a conclusion.</p> <p>b. Formally note receipt of the Clerk's resignation and update on the appointment of the new Clerk and ratify interview panel's recommendation The Council received the Clerks resignation and thanked her for her contribution in the role.</p> <p>It was resolved to ratify the interview panel's recommendation for the appointment of the new Clerk</p>	<p>-</p> <p>Clerk notify solicitor.</p> <p>Clerk notify applicants.</p>

Payment to	Particulars of payment	Amount
Clerk	Feb monthly salary (less tax)	£24.00
HMRC	Feb Clerk tax	£102.00
Clerk	Additional Payment (back pay to meet NLW)	£493.40
Clerk	March clerk monthly salary	£122.80
HMRC	March Clerk tax	£3.20
NALC	Annual subscription 2017	£76.03
Collingham Parish Council	Hire of speed watch radar gun Jan 14 days, March 7 days	£21.00
Clerk Reimbursement	BuyAPlan - Mapping for Church Rd Land Registry Application	£14.40
NALC	External Audit Briefing	£30.00
Clerk Reimbursement	Lenovo Ideapad 110 Laptop bundle with case, AV and mouse	£279.99
Clerk Reimbursement	ICO-Data Protection Registration	£35.00
Belina Boyer	Intermediate Internal Audit	£37.50
	Total	£1,239.32
Petty Cash	Cash Money Box - Amazon	£5.96
Clerk reimbursement	Clipboard (speedwatch)	£7.29
Staples	Laserables - Vinyl sticker for Defib	£3.85
Clerk reimbursement	2 folding crates	£4.00
B&Q	Envelopes	£0.80
Wilkinsons	Stamps 1st and 2nd Class book	£7.14
Saxilby Post Office	Total	£29.04
Receipts		
Natwest	Jan and Feb interest 0.03, 0.03, 0.54, 0.24	£0.84
Court Funds Office	Consuls payout	£150.61
	Total	£151.45