



# Minutes

## Ordinary Meeting of Chadwick End Parish Council

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Held on: Tuesday 1<sup>st</sup> October 2019 at 2pm  
Place: Chadwick End Village Hall

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**Present:** Cllrs Rob Horsfield (Chair), Jeff Davies, Marjorie Walsh and Mike Playdon  
**In attendance:** Kerry Finlayson (Parish Clerk)  
**Members of the public:** 2

**136/19 WELCOME and APOLOGIES**

Councillors **received** and **accepted** apologies from Cllr Burrows who was on holiday.

**137/19 DECLARATION OF INTEREST**

There were no interests declared in any item of business on the agenda.

**138/19 CONFIRMATION OF MINUTES and MATTERS ARISING**

The minutes of the Ordinary Parish Council meeting held on 3<sup>rd</sup> September 2019 were **confirmed** and **signed**.

**Proposed Cllr Horsfield                      Seconded Cllr Davies                      All in favour**  
**129/19**

a) Risk Assessments: This had now been received and would be sent out.

b) Defibrillator: Annual check completed on the defibrillator. Location signs to be ordered by the Clerk for display around the village.

d) Flagpole: Contractor information to be given to the builder when flagpole installed

e) Outdoor Cinema - a full report would be provided at the next meeting but it was estimated that there would be a loss of around £300 which was largely due to the cost of the extra cut of the field. It was **noted** that this was a community event, not a fundraiser.

**130/19** Cllr Davies reported on the Internal Audit that there had been 21 minor points raised and of those 18 had already been completed and he thanked the Clerk for her hard work.

**131/19** The Clerk had received no comments on the Induction Guide. The Chair would review to make it more 'personal' to Chadwick End

**139/19 OPEN FORUM**

A MOP questioned their precept payment to the Parish Council as they were not receiving any communications from the PC.

Cllr Horsfield apologised on behalf of the PC but was surprised because as a postman he had believed the whole parish had been covered. He would now look into how the PC would communicate with every household in the parish. He advised that all information was available on the website and that alerts were sent whenever anything new was added. Unfortunately, the take up for this service was very low. With regards to what the PC did, the main thing was the Village Hall which was a great facility but cost a lot to run. The PC also maintained the playing fields and playground. The PC had to hold fundraisers to continue to maintain these and was starting a programme of refurbishments over the next 12-18m. The Hall was a public building and was also used for community events. Highways, hedges, street lighting etc. was the responsibility of SMBC.

A MOP queried the positioning of the white 'Chadwick End' signs. The Chair advised that these had actually been positioned for traffic calming as it was a 30mph zone between the signs. This was following engagement with SMBC who advised that it would make drivers aware that they were entering a village but unfortunately they had had no effect at all.

A MOP raised his concern over the current spate of burglaries in the area and requested CCTV within the village. The Chair advised that the PC had already submitted a request for ANPR cameras as these would immediately flag up suspicious vehicles. The Chair would also look into arranging a community evening with the police to look into this.

**140/19 FINANCIAL MATTERS**

Councillors **received** and **noted** the financial report from the RFO.

i. Payments & Receipts

Payments		Receipts	
Fortress	60.58	Hall Hire	525.00
opus Energy	71.53	Precept	6225.00
Fairways	313.13	Cinema	645.00
Flagpole	205.80		
First Responders	75.00		
Fairways	240.00		
Event Expenses	12.00		
Office Expenses	34.00		

ii. Bank reconciliation

- o The bank balances at 27<sup>th</sup> September were £24,167.24
- o The bank reconciliation report was verified by Cllr Davies

**Proposed Cllr Davies                      Seconded Cllr Walsh                      All in favour**

iii. Cllrs had received a copy of the budget as of 27<sup>th</sup> September. Expenditure showed a current spend of £13061 against the annual budget of £18000 with £4940 to spend by end of March. This was on the basis that the income target of £18650 would be achieved. This was currently at £17453 so a further income of £1197 was required in this regard. This was expected to be achieved given the current level of bookings.

**141/19 PLANNING**

i. PL/2019/02330/MINFHO Manor Park Farm  
No objection

ii. PL/2019/02427/NONMC Wayside, Oldwich Lane West  
Cllrs had no objections but were concerned at the number of amendments that had been submitted in relation to these properties retrospectively.

iii. PL/2019/02410/DIS Wayside, Oldwich Lane West  
Cllrs were unhappy that the detailed and specific landscaping which had been approved was now being completely changed. Native species were being taken away without any knowledge of what the replacement would be, especially as there were ancient hedgerows and trees. It was becoming all too common place that applications were getting approval on design, landscape, access etc. and then changes were made. This was the third change on this set of plans alone. The Clerk would write to the planning department at SMBC.

**Proposed Cllr Horsfield                      Seconded Cllr Davies                      All in favour**

**142/19 PLAYGROUND**

Cllr Davies reported that the refurbishment plan was ongoing. The new swings etc. that had been approved at the last meeting had now been ordered and quotes were being sought for the replacement of two gates.

**143/19 CHRISTMAS CONCERT**

Cllrs **agreed** that the next concert would take place on Thursday 19<sup>th</sup> December, along with the Christmas lights switch on and a budget of £500 was approved under S137 spending as this was a community event. The event would be promoted in the Winter Newsletter. The cost would be £5 with children under 16 free and would include a glass of mulled wine and a mince pie.

**Proposed Cllr Horsfield                      Seconded Cllr Davies                      All in favour**

**144/19 POLICIES**

- i. Parish Council Basic Allowance (Updated)

**Approved** with a review in March 2021

- ii. Expenses

**Approved** with a review in October 2021

**Proposed Cllr Horsfield                      Seconded Cllr Walsh                      All in favour**

**145/19 AGENDA ITEMS FOR FUTURE MEETINGS**

- o Noise Monitoring Equipment for Aircrafts (Cllr Horsfield)
- o Village Hall Refurbishment Report (Cllr Horsfield)
- o NDP Ballot Form (Clerk)
- o Winter Newsletter
- o Cleaner

**146/19 DATE OF THE NEXT MEETING**

- o Tuesday 12<sup>th</sup> November 2019 at 6.30pm (Full Ordinary)
- o Cllr Davies tendered his apologies as he would be on holiday

**147/19 CLOSURE OF THE MEETING TO THE PUBLIC AND PRESS**

The meeting was closed at 15.25

**Proposed Cllr Horsfield                      Seconded Cllr Walsh                      All in favour**

**148/19 PERSONNEL MATTERS**

- i. Key Code  
This was amended.

**Dated:                      12<sup>th</sup> November 2019**

**Signed:**