

MINUTES OF THE MEETING HELD 13th JANUARY 2019 AT 6.30PM
HUXLEY VILLAGE HALL

1. PRESENT

Chairman: Cllr O de Braekeleer
Cllr M Pilkington
Cllr S Martin
Cllr M Roscoe
Cllr L Sackett
Cllr J Windsor
Cllr R Bird
Cllr S Hyden

0 Members of the public

2. APOLOGIES FOR ABSENCE

No apologies were received.

3. TEMPORARY CLERK TO THE COUNCIL

The proposal to formally accept Mrs Trudy Ryall-Harvey to be Clerk to the council for the period 1st January to 30th April 2019 was sought. Proposed by Cllr O De Braekeleer and seconded by Cllr J Windsor. It was RESOLVED unanimously to accept this proposal. It was highlighted that any extra time over the four hours that the Clerk worked in this period would be reimbursed.

4. DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS & DISPENSATION REQUESTS

There were no new declarations of interest and no dispensations sought.

5. PUBLIC SESSION

No issues were raised under the Public Session

6. MINUTES

It was proposed by Cllr S Martin and seconded by Cllr L Sackett that the minutes be accepted as a true and correct records of the meeting held on 11th November, 2018. RESOLVED unanimously to accept the minutes of the meeting held on 11th November 2018 as a true record of the meeting.

7. BUSINESS

- i. BT Broadband – It was reported that Tom Hobbs has been the contact point with IST, the broadband provider. He has been able to obtain a grant from CWaC for fast broadband at an individual house but the grant is not automatically available to all residents of Hargrave. The PC will try to facilitate the matter to help residents. Cllr Roscoe reported that through the

Moulson Trust an aerial had been installed at the school house in Hargrave.

- ii. Guy Lane Speed Limit – It was hoped that the speed limit would be installed by 31st March 2019. It was requested that the Clerk seek clarification from the Highways and ask when the residents can expect 50 mph restriction to be enforced on Guy Lane.
- iii. 20mph speed limit – It was reported that a 20mph speed limit had been enforced outside Huxley School without further consultation.
It was suggested that the costs of a permanent speed monitoring sign be sought.
- iv. BT Phone Box – Discuss at next meeting
- v. Fly tipping – It was reported that all black bin bags had now been removed down Cow Lane. However it was felt that due to the Recycling Centre being closed on Tuesday's & Wednesday's there was an increased amount of rubbish in ditches and layby's.
- vi. Polling station – As no new news from CW&C was received, Cllr Sackett proposed to contact them to find the results of the review.

8. PLANNING

- (a) Planning Register was accepted and actions were requested to be updated.
- (b) 18/04117/FUL – Greenlooms Farm, Martins Lane, Hargrave, CH3 7RX – Clerk undertook to see if there was a designated Planning Officer with regards to this planning application and talk to them about the Parish Council comments that had not been forwarded.
18/03603/FUL – The Croft, Church Lane, Hargrave, CH3 7RH – The meeting asked the Clerk to contact the Planning Officer with regards to this planning application and pass on their objection to the planning application due to the size of the extension.

9. FINANCIAL ITEMS

- (a) Accounts for payment

The following amounts were approved for payment:-

HMRC £239.00

Autela £8.26

It was reported that the Clerk's salary of £159.55 was due for payment to the previous clerk – however this payment was not approved as the Parish Council were not satisfied with the completion of the handover and the conformance of the financial duties in particular relating to the late payment to HMRC and external audit process.

It was reported that in previous years the Parish Council had applied for a Churchyard Grant on behalf of the Parochial Church Council – however no payments had been received in 2017 & 2018. The Clerk reported that this grant was available to apply for from CW&C and undertook to contact the Treasurer of the local Church to gain the necessary information to apply on the Parish Council's behalf. Applications needed to be sent in by beginning of February.

- (b) No payments had been made between meetings.

It was RESOLVED unanimously to accept the account information.

- (c) Audit Update.

In accordance with the exchange of correspondence the Parish Council confirmed its wishes to be exempt from External Auditing. They asked that this be recorded and minuted. They resigned the AGAR report to confirm their continued wishes.

It was proposed by Cllr S Martin and seconded by Cllr J Windsor and RESOLVED unanimously to accept the AGAR report.

(d) To approve Budget

A budget for 2019/20 was presented to the meeting, this was approved.

(e) To approve the Precept for 2019/20

Following the review of the budget it was proposed that the precept be kept the same as 2018/19. It was proposed by Cllr R Bird and seconded by Cllr M Pilkington that the precept for 2019/20 be set at £5,703, it was RESOLVED unanimously to accept this amount.

10.HR POLICIES FROM CHALC

The CHALC HR policies were presented for adopting – after discussion about the appropriateness of a small Parish Council being required to have all of the same policies and procedures as a large government body. It was agreed to adopt all policies in principle, but to agree a schedule to review individually put one on each Parish Council Agenda until complete. Suggested for next meeting was the GDPR Policy.

11.CLERK UPDATE

- Recruitment of Permanent Clerk – review again in 4 months.

It was reported that a meeting between the three Parish Council's that the previous Clerk worked with was being held on Wednesday 16th January and CHALC to discuss areas of concern and how these can be avoided in future.

- Bank Contact – to formally approve the change of contact details for the Parish Council Bank Account – this was proposed by Cllr J Windsor and seconded by Cllr R Bird and RESOLVED unanimously to request the change of contact details to the temporary clerk.

ITEM REQUESTS FOR NEXT AGENDA

- Suggest putting the dates of the Parish Council Meeting in the 'Down our way' Magazine.
- Noticeboards – review condition of noticeboard in Huxley.

NEXT MEETING

Sunday 10th March, 2019 at Hargrave Village Hall

The meeting closed at 8.20pm

Signed:.....

Dated:.....

Action	Under Taken By	Result
Seek clarification from the Highways - when can the residents expect 50 mph restriction to be enforced on Guy Lane.	Clerk	
It was suggested that the costs of a permanent speed monitoring sign be sought.	Clerk	
Write to CWAC to find out why Huxley was no-longer being used	Cllr L Sackett	
Contact Treasurer of Church with regards to Church Grant	Clerk	
Submit Church Grant Forms on behalf of Parish Council	Clerk	
Post out approved payments	Clerk	
18/03603/FUL – The Croft – please objection to this planning application.	Clerk	
18/04117/FUL – Speak to designated Planning Officer and forward Parish Council's comments.	Clerk	
Submit Precept Forms on behalf of Parish Council	Clerk	
Put GDPR Policy on next Agenda	Clerk	
Put Noticeboard onto next Agenda	Clerk	
Put Parish Council Meeting dates and times into the Down our way Magazine	Cllr M Roscoe	
Arrange for the invoice for the hire of Huxley Village Hall to be brought to next meeting for payment.	Cllr S Hayden	
Arrange for the invoice for the hire of Hargrave Village Hall to be brought to next meeting for payment.	Cllr M Roscoe	
Meeting with Three Parish Councils and CHALC re CLERK	Cllr O de Braekeleer & Cllr J Windsor	