

Sutton St. Nicholas Parish Council

Minutes of the Ordinary Meeting of Sutton St. Nicholas Parish Council, held in Room 2, The Village Hall, Sutton St. Nicholas on Monday 5th May 2015 (SPC/TF/074)

Councillors Present

Cllr Ron Gow
Cllr Richard Andrews
Cllr Ann Burke
Cllr Judy Stevenson
Cllr Mike Winnell

In attendance

Mike Darley (Footpath Officer) -
Tony Ford (Clerk)

Members of the Public – 1

1. **Apologies for Absence**
Apologies for absence received and approved from Cllr Bill Glover
2. **Receive, approve and sign the Minutes of the Ordinary Meeting of the Parish Council (no SPC/TF/073) held on Tuesday 7th April 2015.**
The minutes were signed by the Chairman as a correct record of the meeting
3. **Declarations of Interest**
Cllr Burke declared a Disclosable Pecuniary Interest in agenda item 6 (planning Application –Building plot adjacent to The Talbots Farm and there were no requests for new Disclosable Pecuniary Interest dispensations.
4. **Report from Clerk on actions from the last meeting**
There were five actions requiring completion, three were completed, and two were in progress. (Appendix 1 refers). The two work in progress items are agenda items.
5. **Questions/Issues on any matter, from members of the public present.**
 - 5.1 **Ward Councillors Report**
The Ward Councillor will not attend due to the May 2015 elections
 - 5.2 **Local Police Report**
Due to timing no report had been received, however once received it will be put on the Village website and reported to the next meeting
 - 5.3 **Questions from other members of the public**
There were no questions from the public.
6. **Planning Application**
To consider Planning Application Building plot adjacent to The Talbots Farm, The Rhea, Sutton St. Nicholas Herefordshire HR1 3BB (150899) – Proposed dwelling with detached garage block and associated landscaping. Having declared a Disclosable Pecuniary Interest in the agenda item Cllr Burke did not take part in discussions and did not vote on the matter. Having considered the application the Parish Council - **Resolved to support the application subject to a covenant that no more buildings would be built on the whole site.**
Action- Clerk to inform Herefordshire Council of the Parish Council's decision.

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7. Purchase of Mini Cameras

The Parish Council considered the purchase of mini cameras as part of the Footpath Strategy, having considered the matter Parish Council was of the view that advice should be sort from Herefordshire Council and the local police.

Resolved that the Clerk seek advice from Herefordshire Council and the police.

8. Footpath in the village

The Footpath Officer gave a verbal report (Appendix 2 refers)

9. Transfer of open spaces

Correspondence has been received informing the Parish Council that Herefordshire Council had responded to their enquiries, apologising for the delay in replying, however the replies received were not satisfactory, a request has been made for full responses by the council's solicitors.

10. Financial Report

10.1 Confirmation of Balances £24,758.41 (Bank statement 2/4/15 £28,862.59 less outstanding Cheques £4,104.18)

10.2 Receipts - Nil

10.3 Invoices for payments

Ref	Payee	Amount £	Detail
1	Print Plus	140.40	Printing Neighbourhood Planning Survey results
2	Ian Nicholas	21.02	Neighbourhood Plan – Letters to Landowners
3	HALC	494.84	Annual Affiliation Fee and Subscription
4	R. A. Ford	308.98	Clerks Salary
5	M. Darley	290.00	Footpath Work
6	Broker Network Ltd	765.42	Annual Insurance Premium
	Additional Payments		
7	Herefordshire Council	5.00	Rent Sutton St. Nicholas Playing Field
8	Dr D. Nicholson	1,035.00	Technical Support on Neighbourhood Development Plan

The Parish Council was asked to also consider payments to Herefordshire Council (7) and Dr D Nicholson (8), having considered the matter the Parish Council resolved - **Approved for payment and cheques to be signed**

11. Audit Commission's Annual Return for year ended 31st March 2015

The Parish Council received an update from the Clerk on how the balance of £28,862 was arrived at and also received explanations for the increase in total other receipts and all other payments. Having considered the matter the Parish Council.

Resolved to approve Section 1 Accounting Statements for 2014/15.

12. Receipt of Bank Statements

A request was received from the Parish Clerk that the Parish Councils bank be asked

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to issue bank statements on 15th of each month, as this would ensure that statements were received in a timely manner in particular at 31st March the council's year end. Having considered the matter the Parish Council - **Resolved that a request be made to council's bank and signatories be authorised to sign the letter.**

Action – Clerk to draft letter and get it signed.

13. Review of Reserves

The Parish Council considered its reserves at 31st March 2015.

Reserve	As at 2 nd June 2014	As at 31 st March 2015
Election	1,400.00	1,400.00
Churchyard Reserve (St Nicholas)	500.00	500.00
Village Hall major Maintenance	3,000.00	10,000.00
Neighbourhood Development Plan	5,368.00	5,368.00
Community Led Plan Projects	1,000.00	1,000.00
General	13,149.51	10,594.59
Total	24,417.51	28,862.59

Having considered the matter the Parish Council - **Resolved to approve the allocation of reserves as at 31st March 2015.**

14. Neighbourhood Plan

The Parish Clerk and the technical support consultant had to date visited some six landowners and the call for possible development sites had been extended until 15th May 2015, the Lottery bid has been finalised, however this had to be sent by the Chairman of the Parish Council, whose email was out of action.

Having received the update the Parish Council - **Resolved that the Chairman was authorised to send the application on the Parish Council's behalf.**

15. Playground Entrance

The Parish Council was informed that one quote had been received, with two in progress. (Noted)

16. Sutton Playing Field

The Parish Council had received a reply from The Play Inspection Company, which was tabled, having considered the matter the Parish Council asked Mr Gyford if he could look at the reply and advise the Parish Council on the way forward.

Action Mr Gyford to review Inspection Report

17. Correspondence (Not covered by a separate agenda item and for information only).

17.1 Herefordshire Council – Main Modification to the Herefordshire Local Plan- Core Strategy – Extension of consultation period to 22 May 2015. (Noted)

17.2 Balfour Beatty – Hereford Locality Briefing w/c 17/04/2015. (Noted)

17.3 Herefordshire Council – Implication of the Core Strategy Modification- Sutton St. Nicholas. (Noted)

17.4 Herefordshire Council – Core Strategy Main Modification Appendix 8 (Noted)

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17.5 Herefordshire Council – Statement of Persons Nominated. (Noted)

17.6 Balfour Beatty – Parish Newsletter for April and Grounds Schedule 2015.
(Noted)

17.7 Herefordshire Council – Message from the Diocese of Hereford – Good life,
Good Death, Good Grief. (Noted)

17.8 Herefordshire Council – Herefordshire Local Plan Modification Addendum.
(Noted)

18. Matters relayed to the Clerk for the Agenda of the next meeting

- Sutton Playing Field Inspection Report.
- Sutton Playing Field Entrance.
- Regular litter collections in the village.
- Transfer of open spaces.

19. Confirmation of the date, time and venue of the next meeting

Monday 1st June 2015 at 7.15pm Room 2 at the Village Hall.

Appendix 1

Status of Actions from last meeting

Meeting Ref	Date of Meeting	Agenda Item	Reference	Action	Action Owner	Action Taken	Status
05/01	06/05/14	9	Neighbourhood Planning – Budget	Clerk to submit an application to the National Lottery	Clerk	Agenda item 14	Work in progress
05/02	06/12/14	18	Sutton Playing Field	Clerk to send specification as requested.	Clerk	Agenda item 15	Work in progress
05/03	02/03/15	7	New Lenghtsman Scheme	Clerk to send completed Work Plan to Balfour Beatty.	Clerk		Completed
05/04	07/04/15	6	Planning Application Rose Villa Farm, Ridgeway Sutton St. Nicholas HR1 3BJ (150715)	Clerk to inform Herefordshire of the Parish Council decision	Clerk		Completed
05/05	07/04/15	7	Footpaths in the Village	Clerk to inform Herefordshire Council of the latest incident of fly tipping	Clerk		Completed

Footpath Officers Report

Over the last few weeks, we have seen 3 new gates and a stile go in on our network of paths.

New gate and stile installed on ST 11 (Tony Walmesley & Ray Griffiths) both Landowners have done excellent work to improve this route.

The rear of St Nicholas Church, midpoint between the Rhea and The Craft, a new gate, to replace the old one (ST 12)

New gate installed to allow improved access for less able bodied users. This has been met with approval by those who have dogs. The next project on ST 3, is to install a dog gate / flap, towards St Michaels Church.

Earlier this month, grass cutting on ST 9, got us underway, followed by ST 3, ST 10 stile off Ridgeway Rd, ST 17 kissing gate Wyatt Rd and stile at Ridgeway rd end. ST 14 on The Rhea, also had its width regained, from the pumping station to the first gate beyond the canal bridge. ST 3 at the rear of Court Farm to the footbridge at the rear of the Old Post Office, was also made tidy and to finish off this round of cuts, ST 2 Sutton Walls, will finished early next week.

Finally it would be appreciated if dog walkers cleared up after their dogs, not nice when strimming.

Mike Darley SSN PFO