

LEIGHTON BROMSWOLD PARISH COUNCIL

Chairman: Bohdan Mysak; Clerk to the Council: Ms Ramune Mimiene

Minutes of the Annual Parish Council Meeting held on Thursday 13 September 2018 at 7:30 at the Green Man (These Minutes are considered draft until ratified at the next Parish Council Meeting)

Present Parish Councillors: N Cook (acting chairman), J Taylor and Doug Swanson.
Clerk: Ms R Mimiene.
HDC Cllr J Gray
1 member of the public.

OPEN MEETING

2018/19

1809/336

1809/336.1

To Receive Apologies and Reasons for Non-Attendance

Cllrs B Mysak and G Troughton sent apologies for absence.

1809/337

1809/337.1

Declarations of Interests for Members (Disclosable Pecuniary Interests)

None.

1809/338

Proposal

To Receive and Approve the Minutes of the Parish Council Meeting 9 August 18 Proposed by Councillor JC, seconded by Councillor DS all in favour, and it was RESOLVED that the Minutes be accepted and signed as a true record of the Meeting.

Carried

Chairman signed the Minutes.

1809/339

1808/318.1

Matters Arising

All items covered under the Agenda.

A member of the public joins the meeting.

Standing orders were stopped and the meeting was closed to allow the member of the public to speak and approach PC.

A resident expressed concerns re: A14 becoming a motorway. It was agreed to check this information re: junction 17.

Resident leaves the meeting.

Meeting opened.

1809/340

1809/340.1

There are still two vacancies for Council. For more information, please contact the Clerk, the Chairman or other Council Member

2 residents were approached by Cllr NC.

1809/341

1809/341.1

Clerk's Report

Workbook circulated. Noted.

1809/342

1809/342.1

Finance

Income at 31.08.18 £7,274 v Budget £7,280; Expenditure £3,762.95 v Budget £7,280.

Balance: £10,426.90 (plus £173 belonging to Cricket Club, £137.92 already spent, left £35.08)

1809/342.2 Cashbook up to date by 30/08/2018, noted.

1809/342.3 Bank Reconciliation – Jun/Jul carried. Next one for Aug/Sep.

1809/342.4 Banking situation – Cllr JC can now do online payments for the PC, still need to check if Cllr JC is a signatory as well.

1809/342.5 To Approve 13 Sep 18 payments:

| Date | Cheque Number | Payee and Description | Powers and Duties | Amount | VAT Claim | VAT Claim |
|------------|---------------|--|-------------------|-------------------|-----------|-----------------|
| | | | | -£1,669.71 | | £ 107.60 |
| 13/09/2018 | 755 | Reimburse H West re: poppy Appeal the Royal British Legion | LGA 1972, s137 | -£50.00 | N | £0.00 |
| 13/09/2018 | 756 | R Mimiene Clerk's wages Aug 18 | LGA 1972, s111 | -£304.97 | N | £0.00 |
| 13/09/2018 | 757 | HMRC Tax deductions from Clerk's wages Aug 18 | LGA 1972, s111 | -£27.40 | N | £0.00 |
| 13/09/2018 | 758 | R Mimiene Expenses on running cost of PC Jun - Aug 18 | LGA 1972, s111 | -£14.75 | N | £0.00 |
| 13/09/2018 | 759 | British Heart Foundation: The Defibrillator | LGA 1972, s111 | -£600.00 | N | £0.00 |
| 13/09/2018 | 760 | ImperativenTraining and defibshop.co.uk: Box for the Defibrillator | LGA 1972, s111 | -£645.60 | Y | £107.60 |
| 13/09/2018 | 761 | R Mimiene, reimbursement for the McAfee antivirus programme for PC lap top | LGA 1972, s111 | -£26.99 | N | £0.00 |
| 13/09/2018 | DD | NST pensions contribution Aug 18 | LGA 1972, s111 | -£34.99 | N | £0.00 |

Proposal **Proposed by Councillor JC, seconded by Councillor DS all in favour and it was RESOLVED that all items listed in 1809/342.5 are to be paid.** **Carried**

1809/343 **PC Website - <http://leightonbromswold-pc.org.uk/>**
1809/343.1 Ongoing. Clerk was asked to split the time spent on website.

1809/344 **To Review amended Standing orders updated by NALC, circulated by CAPALC in July 2018**

Proposal **Proposed by Councillor JC, seconded by Councillor DS all in favour and it was RESOLVED the new Amended Standing orders are approved.** **Carried**

HDC Cllr JG joins the meeting

HDC Cllr JG reported that there is some concern that the vast majority of new housing across HDC lies with just 2 developers. It is clearly possible that they could manipulate the pace at which housing development comes to market for their own ends. HDC are entering the 2019/20 Budget round.

One issue HDC Cllr JG particularly needs to flag is that the value of our recycled waste has dropped significantly during the year. One outcome of this is that the company handling the recycling is trying to reject as much as possible, so are looking more closely at what is being put into bins.

This has a knock-on effect to us as we don't receive about £30 per tonne of income, and the County get charged £80 per tonne to then landfill it.

HDC need to have a fresh campaign around what can go into the blue bin. Full details of what can go in a blue bin is on HDC website, and they will shortly be launching a new 'Metal Matters' campaign too.

A member of the public re-joins the meeting

HDC Cllr JG encouraged people to recycle but do that correctly, please.

It was noted that LBPC did the village plan previously and is now considering and seeking advice from the village re: a Neighbourhood Plan. A question was raised re: Molesworth RAF base future. HDC Cllr JG expressed his opinion that it is unlikely for this site to be a site for housing.

1809/345 **Playing Field, Cllr BM**
1809/345.1 Regular Inspection – Noted
1809/345.2 Recreation field repairs/refurbishment

- Wicksteed reported that during their engineers visit to site on 4 Sep 2018 to fit the new cradle seats to the swing he discovered that corrosion to 4 of the main supports on the swing at/just below ground level. Engineer removed the seats and chains from the swing so that it cannot be used. Current order cancelled. The swing is believed to be of 20 years of old.

The options available are to either a) replace the supports, b) remove and dispose of the swing, c) remove the swing and replace with a new one, or d) remove existing swing and supply and install new with new safety grass in an alternative location:

Option A

4 x 3012-222 Main Support tube (painted dark green) @ £75.00 each = £300.00

2 x 5084-002 End head castings @ £154.00 each = £308.00

8 x 4064-007 Shackles @ £6.00 each = £48.00

8 x 2511-010 CT10 oilite bushes @ £1.30 each = £10.40

2 x 5901-048 Single tier cradle seat @ £125.00 = £250.00

Labour cost to dig out and replace 4 main supports & fit parts detailed = £750.00

Total cost = £1,666.40

Approximate lead-time = 4-6 weeks from receipt of an order.

Option B

Labour to cut off swings @ just below ground level and dispose of = £540.00

Approximate lead-time = 2 weeks from receipt of an order.

Option C

Approximate cost to remove and dispose of the existing swing and to supply a 8' 2 Bay 2

Flat Seat 2 Cradle Seat Viking Swing in its place utilising the existing safety grass

£5,400.00: this is based on the new swing been installed in the same place as the existing and using the existing grass mats.

Approximate lead-time = 10-12 weeks from receipt of an order.

Option D

Installing a new swing in a different position so that the swing is not under the canopy of the

tree; this may require new surfacing. Indicative cost based on same swing as option C and safety grass mats =£7,800.

Approximate lead-time = 10-12 weeks from receipt of an order.

It was noted that all prices are subject to VAT.

Cllrs agreed to approach PC insurance company as the corrosion might have been caused by the grass cutting contractor damaging the supports at the ground level while trimming around it. Clerk to check. Clerk

- Other outstanding repairs placed with Kompan.com, original maker

Clerk to amend the delivery address on the quote. Cllr NC agreed to get the delivery and check if the bolts fit. PC will try to fit themselves 1st.

1809/346

Tree Report: Cllr NC

1809/346.1

Request for reduction of sycamore outside No 3 Staunch Hill
The matter is CC Cllr IG.

1809/346.2

Outcome re: Replacement of Silver Birch by 29 The Avenue
The matter is with CCC Cllr IG.

1809/347

Actions required to ensure compliance with the new Data Protection Act (DPA 2018)

BM

1809/347.1

Ongoing.

1809/348

To consider church clock repair and maintenance – now repaired by a parishioner.

Clock is down again. Cllr BM is awaiting to hear from the engineer when he is the next time in the area and can provide a quote.

1809/349

Highways – potholes reported to CCC

Several, 12 inches and more with reflector posts damaged/ knocked down. Whole of the Barham Rd showing wear of most recent repairs with tarmac erosion and increased camber in centre of the road, both probably caused by weight of farm vehicles.

1809/350

A defibrillator in the village, update

Chq payments raised for the defibrillator and the box for it to be placed in the telephone box. Telephone box does have the power which can be accessed for the defibrillator.

1809/351

Correspondence

1809/351.1

All dealt with, no outstanding issues.

1809/352

Councillors' Questions

1809/352.1

No questions raised.

HDC Cllr JG and 1 member of the public leave the meeting.

EXCLUSION OF THE PUBLIC AND PRESS

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw, Public Bodies (Admission to Meetings) Act 1960.

1809/353

To Review Clerk's contract in the light of issues raised regarding contracted hours and payment. Annual appraisal now carried.

Cllrs BM and JC met with Clerk and carried the appraisal.

1809/354

Date of the next Meeting:

1809/354

Thu 8 Nov 18 at 7.30pm at the Green Man.

Meeting finished at 8.51pm

Date

Chairman: Neville Cook