

ASHTON HAYES and HORTON-cum-PEEL PARISH COUNCIL MEETING

Monday 11th February 2019 at 7.30pm.
In The Parish Room, West End, Ashton Hayes.

MINUTES

Present: Cllr J Colville – Chairperson
Cllr B Craven
Cllr P Varey
Cllr R Kinsey
Clerk: Trudy Ryall-Harvey
Members of the public: 2

Cllr I Dossett
Cllr J Lutton
Cllr D Wilson
Cllr E Johnson - CWaC

APOLOGIES

Cllr D Rounthwaite – Holiday
Cllr N Deynem – Illness

DECLARATION OF INTERESTS

Cllr Dossett and Cllr Wilson declared an interest in the Golden Lion item as members of the Pub Working Group.

ACCEPTANCE OF MINUTES.

RESOLVED 19/001 – the Chairman signed the minutes as agreed and corrected at the meeting as a true and correct record of the meeting held on 14th January 2019.

PUBLIC PARTICIPATION

Pentre Lane – it was reported that after heavy rainfall a large amount of standing water was collecting in Pentre Lane – it was suggested that initially this be monitored and reported on the “REPORT IT” section of the CWaC Website.

Willow Hayes – it was reported that a large amount of moss had grown in the turning circle in Willow Hayes and Vicars Close - a resident reported that they had applied a treatment onto the moss and would report back if this had resolved the issue. Cllr Johnson undertook to report to CWaC.

Equity Housing – it was reported that although a response had been received there had been no feedback yet in relation to the matters raised and Cllr Colville undertook to chase further.

Gongar Lane – it was reported that mud had covered a drain in Gongar Lane, Cllr Varey had reported it and CWaC had been to clear it but cleared the wrong drain. They have since been out again, located the drain and dug it out but the road needs sweeping to ensure that the mud does not refill the drain again in the next rainfall. Cllr Varey reported that he found the service from CWaC very prompt.

Additionally, it was reported that Fly Tipping had been reported again at the top of Gongar Lane and Cllr Colville undertook to check that this was the correct location.

PLANNING

The council noted the Planning Register as circulated at the meeting.

19/00182/LDC – 9, Peel Hall Lane. It was reported that this application had been approved under permitted development.

19/00076/NMA – Village Farm barn conversion. Cllr Lutton to review this application online and report back on the most recent amendments.

RESOLVED 19/002 – that the council support the following applications following review after last meeting:

18/04728/FUL [Timoden barn]

18/04829/FUL [1 West End Cottage]

18/04854/NMA [Village Farm amendments]

ACCOUNTS

2017-18

RESOLVED 19/003 – that the council accept the finalised 2017-18 Cashbook.

RESOLVED 19/004 – that the council accept the Outturn report for 2017-18.

RESOLVED 19/005 – that the council accept the Financial Review as presented at the meeting.

RESOLVED 19/006 – that the council accept the Annual Report for 2017-18 as presented to the meeting.

2018-19

RESOLVED 19/007 – that the council accept the accounts and payments as circulated in the Cash Book and updated Outturn Report including the following payments.

To whom paid	Details	Amount	Cheque No
HMRC	Tax month 4-6	£175.80	100802
PKF Little John LLP	Administration Charge for Audit Exemption	£96.00	100803
AHPR	Room Hire for 2018-19	£620.00	100804
AHSRA	Hire of Pavilion for 3 council meetings	£28.00	100805
Clerk Salary	Tax Point 11 (including overtime for Jan)	£663.06	100806
Clerk Salary	Adjustment for Tax Point 10	£230.16	100807

RESOLVED 19/008 – that the Council accept the payments made throughout the year that have been approved between meetings via e-mail:-

To whom paid	Details	Amount	Cheque No
Peter Wolveridge	Tree Lights	£17.58	100731
St John's PCC	Churchyard Grant	£700.00	100753
Clerk Pay	Tax period 1 – 2018/19	£351.94	100756
CHALC Membership		£295.92	100757
AHSRA	Grant	£600.00	100759
Clerk Expenses	July 2018	£55.55	100765
Clerk Pay	Tax period 4 – 2018/19	£351.74	100767
Came & Co Insurance	Insurance	£739.62	100763
HMRC	Tax	£263.80	100764
Autella Payroll	Payroll Company	£51.84	100766
Gardening Club		£136.80	100768
Autella Payroll	Payroll Company	£88.96	100782
Community Hub	Grant	£500.00	100783
M Papworth	Remembrance activity material	£127.10	100781

CWaC	Daffodil Bulbs	£60.00	100784
CWaC	Pub Licence	£180.00	100785

RESOLVED 19/009 – writing off, due to an administrative error, of an overpayment of previous Clerk Salary in November 2018 to the value of £74.08.

RESOLVED 19/010 – the recharge of ½ the cost of the Parish Council Insurance to the Parish Rooms as the insurance covers Parish Rooms also.

Risk Assessment and Management Schedule – it was agreed that this would be sent to all members following the meeting and brought back for discussion at the next meeting.

2019-20 Budget

RESOLVED 19/011 - to accept the revised budget for 2019-20.

ASSET REGISTER

The Asset Register was submitted for member's approval. Cllr Craven undertook to see if the Church believed they were the owners of the War Memorial as they undertook the upkeep.

RESOLVED 19/012 – to accept the Asset Register as submitted to the meeting. If the War Memorial needed to be added then that could at a later date, once clarification of ownership had been sought.

TEMPORARY CLERK APPOINTMENT

Temporary Clerk & RFO Contract

RESOLVED 19/013 to amend temporary contract from currently ending on 30th June to 31st July to allow advertising of job in May following the election of the new Parish Council.

Training for Clerk

Clerk reported on a number of training events that were being put on by CHALC and were of interest to her as a new Clerk:

- Election Training x ½ day
- Code of Conduct Training x ½ day
- Introduction to Local Councils for Clerks and Councillors x ½ day
- Finance Training x1 day

RESOLVED 19/014 - the Parish Council to fund ½ of the full day Finance Training Event, splitting the bill with Barrow Parish Council.

Additional Clerk Hours

RESOLVED 19/015 – to reimburse the Clerk for the additional 36 hours worked over and above the core 8 hours per week that she had undertaken since taking on the role.

Computer Equipment

Clerk highlighted that for the security of the Parish Council it is good practice for the Parish Council to provide a laptop for the Clerk to undertake all work on behalf of the parish. The Chair confirmed that a grant had been given some time ago to the Parish Council to fund this.

RESOLVED 19/016 - to purchase 1 x Lenovo V110 AMD A9 Laptop for £304.97, Office 2019 Professional £69.99 and Bitdefender Internet Security 2019 £50 pa.

HIGHWAYS

A54 Layby

It was reported that CWaC were proposing implementing a limited waiting of 2 hours with no return for 6 hours at the Layby following the complaints of Unlawful Activity at the A54 Lay-by.

RESOLVED 19/017 – to fully support this proposal going to Consultation.

A54 Ashton Hayes Junction Update

Cllr Johnson updated the meeting on information she had received confirming that the road markings work at the A54 Ashton Hayes Junction was being undertaken in March, together with islands being installed towards the end of March and the 50mph proposed speed limit being advertised following this work.

Speed Reduction

It was reported that a letter had been forwarded to CWaC with regards to the requested speed reduction to 20mph on Church Road. It was also reported that the primary school fully supported this proposal.

COMMUNITY PROJECTS

Millennium Path Scheme

Cllr Craven had undertaken work following the last meeting to try to establish the ownership of land by the Millennium Path. Cllr Colville reported upon an e-mail that had been sent to CWaC outlining the current poor condition of the adjacent sandstone wall and also work that the Parish Council would be willing to undertake on the footpath on behalf of CWaC.

GOLDEN LION

It was reported that the Community Benefit Society were still waiting to receive an update from CWaC with regards to their Compulsory Purchase Application.

POLICIES AND PROCEDURES

Absence, Grievance, Bullying and Harassment, Disciplinary and Equal Opportunities Policies

RESOLVED 19/018 – The above policies and procedures were adopted by the Parish Council subject to them being reviewed in the last quarter of 2019.

Health & Safety Policy – this would be submitted to the next meeting for review.

AROUND ASHTON

Items for including within the next Around Ashton are as follows:

- Loop Induction System – available by all parishioners to borrow.
- Spring Tidy-up
- Election
- A54 Junction Update
- A54 Layby Update
- Speed Reduction
- Parish Council Website
- Precept Statement
- Millennium Footpath.

Part 2

No items were discussed at the meeting.

The meeting closed at 9.30pm

The next meeting takes place on Monday 11th March, 2019

Signed:..... Dated:.....