

## **MINUTES**

### **OF THE MEETING HELD AT HOPE BOWDLER VILLAGE HALL**

**on Monday 16<sup>th</sup> JULY 2018 at 7.30pm**

#### **070/18 - Present**

Cllr. S Jones – Chairman for the meeting  
Cllr. L Gray  
Cllr. C Pugh  
Cllr. B Orme

#### **Apologies for absence were accepted from:**

Cllr. G Watts, Cllr. T Madeley, Cllr. P Jenkins

#### **In Attendance**

Clerk, Mrs J de Rusett, and two members of the public.

#### **071/18 - Declarations of Interest relating to this meeting.**

Members are requested to declare any Disclosable Pecuniary or Personal Interests they may have in matters to be considered at this meeting in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

No declarations were made.

#### **072/18 – Public question time**

No matters were raised.

#### **073/18 - Approval of the Minutes of the meeting held on 18<sup>th</sup> June 2018**

The Minutes of the parish council meeting held on 18<sup>th</sup> June 2018 had been circulated and considered by the councillors. No objections were raised to them.

Cllr. Gray **proposed** that the Minutes be approved by the members.

Proposal **seconded** by Cllr. Jones

**Vote:** by a unanimous vote the members present approved the Minutes and they were duly signed by the Chairman of the meeting as being a true record of the meeting.

#### **074/18: Matters arising from the Minutes of the meeting on 18<sup>th</sup> June 2018 not dealt with elsewhere on the Agenda**

No matters arising were raised by the members.

## **075/18 – Reports**

Cllr. Motley was unable to attend the meeting.  
There were no other reports for the meeting.

## **076/18 – Planning applications**

There were three applications, all relating to the same property – Hatton Cottage.

**18/02850/FUL** – an application for works to facilitate repairs to a retaining wall adjoining the road at Hatton Cottage, Hatton, SY6 6QP

The applicants attended to assist the members. The plans and photos supporting their application showed the retaining wall of their property which fronted the public highway was in a poor state of repair. Their proposals for repairing the wall, which included re-using the existing stones, was explained to the councillors.

It had been noted there were no objections to the application on the planning portal. After considering the plans and photos:

Cllr. Jones **proposed** that the parish council support the application and raise no objections to it.

The Proposal was **seconded** by Cllr. Gray

**Vote:** The proposal was carried by an unanimous vote.

**18/02851/LBC** – as the above application involved a Grade II listed building, listed building consent was also required.

Cllr. Orme **proposed** that the parish council should support the application for LBC

Cllr. Pugh **seconded** the Proposal

**Vote:** The proposal was carried by an unanimous vote.

**18/02853/FUL** – an application for the erection of a wooden garden summerhouse on an existing terraced area at Hatton Cottage, Hatton, SY6 6QP.

The councillors considered the plans and discussed the application with the applicants.

There were no objections on the planning portal. The proposed building did not overlook any neighbouring properties and had little visual impact when viewed from the road.

Cllr. Pugh **proposed** that the parish council support the application and raise no objections to it.

The Proposal was **seconded** by Cllr. Gray

**Vote:** The proposal was carried by an unanimous vote.

## **077/18 – Minor Highway & Environmental matters**

077/18/1 - The Clerk advised that the EMO, Mr Reynolds, has provided his public liability insurance documents. He had not as yet submitted any claims for his time or materials.

077/18/3 – the Clerk had enquired whether SC had taken a decision on the Environmental & Maintenance Grants for 2018/2019 yet: evidently the matter is still under discussion.

077/18/3 - Cllr. Madeley had raised the need for the storm drains in Eaton to be jetted yet again. It is noted at no sooner are they jetted and unblocked than they fill up with debris again. The Clerk had contacted Highways but no action had been taken by them as yet. Cllr. Madeley suggested by email that the parish council should perhaps look at

getting the drains cleared by a private contractor, utilizing the Environmental and Maintenance funding. The Clerk had asked Kinch Parry, who did not have the necessary equipment and was unable to suggest any other local contractor. The councillors concluded that the road drains in Eaton are not fit for purpose and almost certainly need to be replaced, both the drain by the old railway bridge and by the bridge near the church. The drain by the church discharges into the grounds of The Old Rectory. It was agreed Cllr. Pugh will approach the owners of the Old Rectory to see if its flow could be improved. The Clerk will take up the matter of the drain by the old railway bridge again with Highways.

### **078/18 - Correspondence and Communications**

The only matter to be raised was the Clerk had noted a complete absence of any revisions to the Electoral Roll during the past 12 months and had emailed the Elections Department to find out why. The response was some parish councils had been abusing the use of the Roll and now it is only sent out upon written application and subject to undertakings. The Clerk has completed the necessary paperwork and an up-to-date Roll is awaited.

### **079/18 – Finance**

The Clerk apologised and advised the councillors that the figures in the May and June Finance Report had been incorrectly stated. Having now verified the figures with the cash book and bank statements, the July Finance Report contains the corrected figures.

#### **Finance Report for July 2018**

<b>1. <u>Precept Fund: Corrected</u> balance b/fwd</b>		<b>£4,661.40</b>
<b>LESS Cheques authorised to be drawn on Precept funds on 16.07.18</b>		
1. Clerk's July 2018 net salary	£132.36	
2. HMRC – PAYE & NHI on Clerk's July salary	£ 25.20	
3. <u>Administrative expenses paid by Clerk in July 2018 on behalf of parish council and reclaimed by her</u>		
• Contribution towards telephone/Broadband provision for July	£15.00	
• 6 x 2 <sup>nd</sup> class postage stamps	£ 3.48	
• 1 ream A4 copier paper	£ 2.75	
• Travelling expenses claimed at 45p per mile 16.07.18 – to Hope Bowdler Village Hall for meeting- 45 miles.	<u>£20.25</u>	
Total of Clerk's July 2018 expenses	<u>£41.48</u>	£ 41.48
Total payments to be made from the Precept fund	<u>£199.04</u>	£ 199.04
<b>Balance of Precept Fund c/fwd to September 2018</b>		<b><u>£4,462.36</u></b>
<b>2. <u>Ring-fenced sums held by Eaton Under Heywood &amp; Hope Bowdler Parish Council</u></b>		
• <b>Environmental Grant: Corrected</b> balance b/fwd		<b>£2,988.29</b>
Less: Invoice 18/102 from Oak Garden Services		<u>£ 18.00</u>
<b>Balance c/fwd to September 2018</b>		<b><u>£2,970.29</u></b>
• <b>Transparency Code grant: Corrected</b> balance b/fwd		<b>£1,340.17</b>
Less: Inv. No. 201807-413 Stretton Internet	£ 75.00	

Web Orchard hosting fee 2018/2019 Inv. 6275	<u>£228.00</u>	
	£303.00	<u>£ 303.00</u>
<b>Balance c/fwd to September 2018</b>		<b><u>£1,037.17</u></b>

Cllr. Jones **proposed** that the above cheques be authorised for payment.

Proposal **seconded** by Cllr. Gray

**Vote:** Proposal unanimously carried by the members.

**3. Total funds held by parish council following this meeting:**

• Precept Fund	<b>£4,462.36</b>
• Environmental Grant Fund	<b>£2,970.29</b>
• Transparency Code grant	<b>£1,037.17</b>
	<b><u>£8,469.82</u></b>

**4. Bank Statement/Cash Book Reconciliation**

HSBC Bank Statement number 81 presented to members to verify the Clerk's reconciliation between the bank statement and the parish council's Cash Book. Cllr. Jones verified the reconciliation.

**080/18 - Questions for the Chairman**

No questions were raised.

There being no further business to conduct, the acting Chairman closed the meeting at 8.15pm

**Date & Venue of the next Parish Council meeting,**

**Monday 17<sup>th</sup> September 2018 at Ticklerton Village Hall**

**MINUTES SIGNED BY:** Steven Jones

**DATED:** 17<sup>th</sup> September 2018