

CLAYPOLE PARISH COUNCIL

Minutes of the Annual General Meeting of the Parish Council held on Monday 10th May 2010 at 7.30pm in the village hall.

Present: Councillors: T Allen, G Bignell , S Frayne, R Oakham, R Prabucki (Chairman), D Revill, C Sharp, J Taylor and the Clerk. Two members of the public attended.

1. **ELECTION OF CHAIRMAN**

Cllr Prabucki was proposed by Cllr Oakham, seconded by Cllr Frayne. There were no other nominations and Cllr Prabucki was unanimously voted as Chairman.

2. **DECLARATION OF ACCEPTANCE OF OFFICE**

The Chairman signed the Declaration of Acceptance of Office book

3. **DECLARATIONS OF INTEREST**

None declared

4. **APOLOGIES AND REASONS FOR ABSENCE**

Apologies were accepted and received from Cllr Clarke who had family commitments.

5. **NOTES OF MEETING HELD ON 11th May 2009**

The notes of the meetings held on 11/05/09 were accepted as a true and accurate record and were signed as the minutes. Proposed Cllr Sharp, seconded Cllr Frayne.

6. **ELECTION OF VICE-CHAIRMAN**

Cllr Allen was proposed by Cllr Taylor and seconded by Cllr Frayne. There were no other nominations and Cllr Allen was unanimously voted as Vice-Chairman.

7. **APPOINTMENT TO OUTSIDE BODIES AND COMMITTEES**

Planning- Cllrs Allen, Prabucki and Taylor
Finance- Cllr Prabucki and the clerk
Cemetery- Cllr Frayne
Highways and footpaths- Cllr Oakham

Playing fields- The clerk will visually check the playing fields on a weekly basis. Cllr Clarke will be asked at the next meeting if he would be prepared to look after playing fields.

Website- Cllr Sharp

Governing Body- Claypole Cof E School- currently Cllr Prabucki but Cllr Revill is interested and Cllr Prabucki will check with the school if this change is allowed.

8. **REVIEW STANDING ORDERS, FINANCIAL REGULATIONS AND POLICY STATEMENTS.**

Policies for i) Safeguarding Young People and Vulnerable Adults, ii) Health and Safety and iii) Environment had been added to the Council's portfolio in the year. Minor amendments and additions to existing ones had been made during the year and all were available on the web-site and in a folder retained by the clerk.

9. **REVIEW RISK ASSESSMENTS**

Councillors were satisfied with those in place.

10. **FORWARD PLANNING AND FUTURE AGENDA ITEMS**

It was agreed that the village hall would be an agenda item in the future. The hall needs a new roof and grant funding will need to be obtained for this. The playgroup is also making a bid for funding to alter the building and for additional equipment. The PC recognise that the hall is an important part of the village life and would like to be part of any development programme.

11. **CLERK'S AND COUNCILLORS' REPORTS**

11.1 Bus shelter- the clerk advised that a grant from LCC was no longer available. Two quotations had been obtained for the shelter and one to date for the base. Further quotations to be obtained.

11.2 Tennis coaching during the summer- Dawn Maskell from caunton tennis club had enquired about court availability and costs for 2 weeks in the summer. A price of £20 per week had been given.

11.3 SKDC/Childrenslinks are proposing to run a children's activity day on Friday 3rd Sept in the village.

11.4 Grant for footpath rear of tennis courts- clerk advised that the application for £771 had been successful and Ian Warner would be advised. The steep incline leading to the path would need to be addressed and Ian will be consulted on this.

11.5 Grant for additional play equipment- Cllr Sharp advised that a grant of £7228 had been made, slightly less than requested due to SKDC being unable to contribute. Cllr Sharp is to go back to supplier to request further discounts and it was agreed that due to the urgency of this Cllrs will be contacted by e mail should a decision inbetween meetings be required.

- 11.6 Leaflet re. dog fouling- A few amendments were required before it was printed and circulated.
- 11.7 Fencing along playing fields- Clerk had met with Ian Warner to discuss the panels which needed replacing. There is a gate leading to the but this has been covered by the mesh fencing. Clerk enquired whether the Council wanted this gate to be reinstated to allow easier access to the field (which belong to the Lincoln Diocese) but it was decided that the Council should not encourage trespassing and people would climb the fence anyway regardless of the gate. Ian Warner will be advised of this decision.
- 11.8 Floodlights- the school had advised an hourly charge to the PC of £3.50 for the electricity from meter readings taken. This was considered to be high and Cllr Prabucki will take this up with school. A quotation had been received for the installation of a separate meter.
- 11.9 Extension of playing fields- Clerk had received a letter from HSBC re. Mr Martin's estate. They confirmed that the beneficiaries do not want to sell the land to the Parish Council. Clerk has written to Mr Clark advising that finance was being looked at and then the public would need to be consulted for such a large purchase.
- 11.10 Footpath from church to cemetery- clerk had written about and Revd Parr had replied advising that a faculty would be required. Due to lateness and other items to be discussed this will be placed on the next meeting's agenda.
- 11.11 Car park- lining and resurfacing- Mrs Kelly had written to LCC advising that the surface of the car park was satisfactory but if LCC wanted to white line the area that would be acceptable. For any future maintenance work a contribution of 50% would be required.
- 11.12 Storage of old planning applications and correspondence- Clerk advised she wished to dispose of old documents. It was agreed to retain planning docs for a maximum of 5 years from the date of the decision although larger developments may be kept indefinitely. Correspondence would be treated likewise.

12. **FINANCIAL MATTERS**

The following were approved for payment:
£47.00- 123Connect – domain name
£80.00- Fred Eite- professional services for bus shelter.

13 **PLANNING MATTERS AND RESULTS**

Nothing to report..

14 **HIGHWAY MATTERS**

No questions had been raised by parishioners by letter or e mail so it was agreed to close the meeting at 7.30pm

15 **CORRESPONDENCE**

Circulars

- a) N&SDC- Publication Core strategy- representation period
- b) SKDC- Training event-Planning conditions and S106 agreements Tues 18th May 2-5pm

16 **CHAIRMAN'S CLOSING COMMENTS**

Signed..... Date.....
Chairman