

# CLAYPOLE PARISH COUNCIL

Minutes of the Annual General Meeting of the Parish Council held on Monday 11<sup>th</sup> May 2009 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. District Cllr Kerr attended together with one member of the public.

1. **ELECTION OF CHAIRMAN**

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

2. **DECLARATION OF ACCEPTANCE OF OFFICE**

The Chairman's Declaration Of Acceptance of Office was signed and dated.

3. **DECLARATIONS OF INTEREST**

None declared

4. **APOLOGIES AND REASONS FOR ABSENCE**

Apologies were received and accepted from Cllr Attewell.

5. **MINUTES OF MEETING HELD ON 6<sup>th</sup> April 2009**

The notes of the meeting held on 6.04.09. were accepted as a true and accurate record and were duly signed by the Chairman.. Proposed Cllr Frayne, seconded Cllr Bignell.

6. **ELECTION OF VICE-CHAIRMAN**

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

7. **APPOINTMENTS 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- Cllrs Attewell and Revill The clerk will visually check the playing fields/play area each week.

Web-site- Cllr Sharp

Governing Body- Claypole Cof E school- Cllr Prabucki

8. **REVIEW STANDING ORDERS AND FINANCIAL REGULATIONS**

No amendments required as these are constantly reviewed throughout the year.

9. **REVIEW RISK ASSESSMENTS**

No amendments required as these are constantly reviewed throughout the year.

10. **FORWARD PLANNING SUGGESTIONS & FUTURE AGENDA ITEMS**

10.1- Replacement roundabout- agreed to purchase a new roundabout. Costs to be advised at the next meeting in June.

10.2- Replacement tennis net- agreed to purchase one new net.

10.3- Unpaid Work Unit at Lincoln is not available to work on any new projects in the coming months. It was therefore agreed that cost of footpath to play area behind the hard play area would be investigated. Cllr Revill to advise costs.

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

11.1 Grant for new equipment at play area- Clerk had been advised that this had not been successful but could be resubmitted for the next round of applications -August 1<sup>st</sup>. This was disappointing. Costs of replacement roundabout to be submitted at the next meeting.

11.2 Provision of bus shelter- Cllr Oakham advised that designs were in progress. Planning permission would be required. The village hall committee have requested that a security camera be placed on the shelter.

11.3 Container at playing field- Clerk advised that this had now been moved to its permanent site and the garage and container were being used by cricket and football clubs respectively.

11.4 Village highways review- This had been carried on 29<sup>th</sup> April with Mark Heaton- various pot holes, signs etc were earmarked for repair. An avenue of trees has been proposed to be planted along Doddington Lane by the Highways and this was welcomed. A letter of approval to be sent which will also advise of the location of water mains in the area.

12. **FINANCIAL MATTERS**

a) The following were approved for payment:

- i) £3700.00 Burdens Group- mower and £5355.22 Poweroll Precision Co- roller.  
A grant for £8795 had been received for these two items. Expenditure actually amounted to £9490 due to an increase in the cost of the item and also a delivery charge of £295. The dly charge had not been included in the grant application.

b) Approve Financial Statement- Section 1- Statement of accounts and Section 2- Annual governance statement- **approved**

- c) Appoint internal auditor – Section 4 of the Financial Statement- it was agreed that Mrs Gillian Padley would be asked to carry out this duty.

13 **PLANNING MATTERS AND RESULTS**

**Applications**

S09/0581/FULL- Three pitched roof dormers within existing garage & new boundary wall, fence and gates- 3 Brunts Farm Close- No objections.

S09/0753/FULL- Single storey extension to side of dwelling- 5 Brunts Farm Close- No objections

S09/0628/FULL- Erection of dwelling and detached garage- Odd House Farm, Holme Lane- No objections. Comments were required for the above three applications before the date of this meeting so the application was looked at by Cllrs in the interim.

S09/0902/LB- Repairs and alterations to existing dwelling- The Paddocks, School Lane- No objections

S/090981/LB and S09/0901/FULL- Remove existing cellar building and erection of two-storey ext. and single storey laundry room- Woolpack Inn- No objections

S09/0780/HSH- Erection of porch to front of dwelling- 16 Tinsley Close- No objections

**Planning Results**

S09/0513/FULL- Conversion of barn to 1 no dwelling- barn adjacent Station Farmhouse, Main Street- **approved conditionally 8<sup>th</sup> May 2009**

14. **HIGHWAY MATTERS**

14.1 Parking in the village during the football season- A number of verbal complaints had been received about parking on Rectory Lane during matches at the playing fields. The clerk will write to the football club asking them to try to reduce the amount of cars used within the club on home match days.

14.2 Clerk had received a letter from the residents of Herons Close about the provision of parking adjacent to their properties. The clerk will forward this letter to Highways with a covering letter supporting their request.

14.3 Extension of footpath over the River Bridge towards Balderton. This had been raised with mark heaton and a formal request by letter was needed. Clerk will write requesting this be considered under their capital expenditure programme.

15. **CORRESPONDENCE**

**Circulars**

- a) SKDC- Planning Survey – to be completed by Chairman
- b) SKDC- Review of the provision of recycling banks – to be completed by Chairman
- c) Equality and Human Rights Commission- Public Sector Equality Duties- noted

**Regular publications**

- a) Rural Links Spring/Summer- circulated
- b) Clerks & Councils Direct May- circulated

16. **CLOSING COMMENTS**

The Chairman thanked Cllrs for attendance and formally closed the meeting at 9.30pm.

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