

# Appleby Magna ANNUAL Parish Council Minutes

May 3 2018, 7.30pm, Sir John Moore Community Building Appleby Magna

**Present:** - Cllrs A Whitehurst (Chair), P Smith, G Pott, E Bird, Lindsay Swinfield Clerk

**1849** Cllr Whitehurst opened the meeting as Vice Chair and stand in for Cllr Hemmerdinger - with nominations to elect a Chairman for the Parish Council – Cllr Bird nominated Cllr P Hemmerdinger remain as Chairman, seconded by Cllr Smith – it was **RESOLVED**, unanimous to elect Cllr P Hemmerdinger as Chairman of Appleby Magna Parish Council. Cllr P Hemmerdinger to sign the Declaration of Acceptance of Office, to be counter-signed by the Clerk

**Open forum for members of the public and press - Nil**

**1850 Apologies** – Cllrs Hemmerdinger & Gothard – accepted, unanimous.

**1851 Declarations of Pecuniary Interest to Items on Agenda** – Nil

**1852** Cllr Whitehurst invited nominations for Vice Chairman of Appleby Magna Parish Council – Cllrs nominated Cllr Bird, it was **RESOLVED**, unanimous.

**1853 Minutes** of the Parish Council meeting held 5 April 2018 were endorsed and signed, along with the minutes of the Annual Parish meeting, held on the same date – **RESOLVED** unanimous.

**1854** Members reviewed delegation arrangements to committees and the following were unanimously agreed:

- Flood Warden (Community Response Liaison) Nil
- Sports & Recreation Club Cllr P Hemmerdinger

**1855** Members agreed to appoint Mr Ian Fraser as Internal Auditor for the Parish Council for 2019/20.

**1856** Members set the date of 4 April 2019 for the Annual Parish Meeting.

**1857** Members had reviewed Standing Orders and Financial Regulations – **RESOLVED**, unanimous.

**1858** Members had reviewed the Parish Risk Assessment, and **RESOLVED** unanimously to accept this.

**1859** Members had reviewed the Council's Asset Register, and **RESOLVED** unanimously to accept this.

**1860 Decisions made under delegated powers** – Nil.

**1861 Police / Neighbourhood Watch Matters** – all crime reports can be viewed at [www.Police.uk](http://www.Police.uk) and type in the relevant postcode – however reports are always one month behind.

*Please ring 0116 2222222 or 101 or Crimestoppers 0800 555 111 to report suspicious behaviour or crimes. Police Sergeant 531 Mark Watson, [mark.watson@leicestershire.pnn.police.uk](mailto:mark.watson@leicestershire.pnn.police.uk)*

One vehicle broken into, one house break in and vehicle stolen.

**1862 Planning Consultations**

a. 18/00336/FUL Lower Rectory Farm, Snarestone Rd, erection of log cabin (use A1 Hairdressers) – no comment.

**1863 Planning Decision Notices**

a. 71 Top Street, conversion of ancillary building to one dwelling – approved.

#### 1864 Allotment Matters

- a. Legal matter re resident encroaching onto Council land. All agreed the Clerk to ask Crane & Walton, Solicitors to put a 'caution' onto the property deeds via Land Registry to state that the house owner does not own the land in question (re the boundary).
- b. Cllr Whitehurst had passed quotes for a storage container to the Clerk – who completed the S106 funding forms for NWLDC – following some confusion over planning rights, members are now waiting for confirmation of the funding to purchase the container and have it installed (planning is not required in this instance).

#### 1865 Footpaths, Hedgerows & Street Matters

- a. The NWLDC play area inspection report was discussed, Cllr Bird to look at the cost of purchasing cast aluminium signs for the play area (no dogs allowed).
- b. Cllr Whitehurst reported that there is a lot of moss growth on the basketball court – the Clerk to obtain a quote to have this removed. Cllr Whitehurst to look at line marking – is it necessary?
- c. The Charles Church developers have not planted the bulbs as promised, and the bench has not been installed to date – Cllr Smith to speak to the developers again.

1866 **HS2(b)** – no official update received.

#### 1867 Approval of Financial Statements & Payments

- a. The payment list and bank reconciliation were reviewed and approved, **RESOLVED**, unanimous.
- b. Members had received a copy of the end of year bank reconciliation and associated documents, these were approved, **RESOLVED**, unanimous.
- c. Members approved the annual financial report from the Internal Auditor, **RESOLVED**, unanimous.
- d. The Annual Governance statement was approved, unanimous **RESOLVED**.
- e. The Accounting Statement was approved, unanimous **RESOLVED**.
- f. The AGAR was approved, unanimous **RESOLVED**.
- g. The final budget against actual figures had been reviewed and approved, **RESOLVED** unanimous.
- h. Members noted the Notice of appointment of date for the examination of electors has been posted on notice boards and the web site as per legislation (from 4/6/18 to 13/7/18).
- i. The annual insurance quote had been received from insurers BHIB for £630.52, other quotes had been received, but following a comparison exercise it was proposed to accept the quote which was less than 2017/18. **RESOLVED**, unanimous.
- j. The bacs list was reviewed and signed, **RESOLVED** unanimous.
- k. In order to comply with the new Data Protection rules, PC email addresses have to be used, and also a separate computer system for the Parish (laptop), Cllr Whitehurst proposed, seconded by Cllr Bird it was **RESOLVED** unanimous to purchase a laptop, mouse and keyboard with a maximum value of £500.00. Cllr Smith to also speak to Astley Computers re web site management and domain payments.

#### 1868 Ideas for written piece – Parish News Line

- a. Two new benches installed in the Parish, made from recycled material.
- b. Section 106 funding has been applied for a container for the allotment site.
- c. Allotment plots are available.
- d. Section 106 funding has been received towards equipment for the Sports & Recreation team.

#### 1869 Urgent Items for discussion

- a. Cllr Whitehurst reported on the latest sketches for the 3D sign, following discussion all agreed that Cllr Whitehurst ask for an amended design (to include 3 buildings and no horse-shoes & a more interesting shape) – Cllr Whitehurst to email new drawings to Cllrs and the Clerk, and this matter to be finalised at the June 2018 Parish Council meeting.

The meeting ended at 9.30 pm.

Date of next meeting: 7 June 2018, 7.30pm, Parish Council Meeting @The Stables Community room, Sir John Moore School