

# Appleby Magna ANNUAL Parish Council Minutes

May 14th 2015, 7.30pm, Sir John Moore Community Building Appleby Magna

**Present:** - Cllrs P Hemmerdinger (Chair), P Smith, G Pott, E Bird, A Whitehurst, D Gothard  
Lindsay Swinfield Clerk, 3 members of the public

**1555** Cllr P Hemmerdinger opened the meeting with nominations to elect a Chairman for the Parish Council – Cllr Smith nominated Cllr P Hemmerdinger remain as Chairman, seconded by Cllr Whitehurst – it was **RESOLVED**, unanimous to elect Cllr P Hemmerdinger as Chairman of Appleby Magna Parish Council. Cllr P Hemmerdinger signed the Declaration of Acceptance of Office, counter-signed by the Clerk. All Councillors signed Declarations of Acceptance of Office, counter-signed by the Clerk.

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

**1556 Apologies – Nil**

**1557 Declarations of Pecuniary Interest to Items on Agenda – Nil**

**1558** Cllr Hemmerdinger invited nominations for Vice Chairman of Appleby Magna Parish Council – Cllr Pott nominated Cllr Smith, seconded by Cllr Hemmerdinger, it was **RESOLVED**, unanimous.

**1559 Minutes** of the Parish Council meeting held 2nd April 2015 were endorsed and signed, along with the minutes of the Annual Parish meeting, held on the same date.

**1560** Members reviewed delegation arrangements to committees and the following were unanimously agreed:

- |   |                       |
|---|-----------------------|
| • Flood Warden (Community Response Liaison)         | Mr Butler to continue |
| • Sports & Recreation Committee (Chair)             | Cllr P Hemmerdinger   |
| • Sir John Moore Foundation, Vice Chair of Trustees | Cllr P Hemmerdinger   |
| • Allotment Society                                 | Cllr Smith            |

**1561** Cllrs unanimously agreed that Cllr P Hemmerdinger continues to report back as the Vice Chairman of the Trustees of the Sir John Moore Foundation.

**1562** Members agreed to appoint Mr Ian Fraser as Internal Auditor for the Parish Council.

**1563** Members set the date of 7<sup>th</sup> April 2016 for the Annual Parish Meeting.

**1564** Members had reviewed updated Standing Orders and Financial Regulations and formally adopted the revised editions – **RESOLVED**, unanimous.

**1565** Members had reviewed the Parish Risk Assessment, and **RESOLVED** unanimously to accept this.

**1566** Members had reviewed the Council's Asset Register, and **RESOLVED** unanimously to accept this without alteration.

**1567 Decisions made under delegated powers – Nil.**

**1568 Police / Neighbourhood Watch Matters – Nil.**

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**1569 Planning Consultations**

a. 15/00409/FUL, Land opposite 39 Bowleys Lane, erection of detached garage with loft above – no comment.

### 1570 Planning Decision Notices

- a. 13 St Michaels Drive, erection of single storey & first floor extension (in roof) – granted.
- b. Town & Country Planning Act 1990, section 257 Footpath Diversion Order Q25 (part) land off Black horse Hill – approved Order.

### 1571 Allotment Matters

- a. Cllr Smith reported that the gate has been repaired and a site clean-up has taken place. There are 5 new members – the local Tesco store will hold brochures for public use. The Allotment Society is looking into grants for refurbishment works and the group plan to have their own orchard on site.

### 1572 Footpaths, Hedgerows & Street Matters

- a. Cllr Smith reported that he is still looking into ways of preventing vehicles from parking along Rectory Lane verges.
- b. Play equipment for the recreation field play area was discussed – Cllrs Bird and Whitehurst to investigate further and report back.
- c. Allotment field tenancy update – Clerk to ask Mr Ian Hamilton for an update re the lease.
- d. Cllr Hemmerdinger reported that he had obtained quotes for replacement and installation of kissing gates – 14 need either repair or replacement. All agreed that Cllrs Hemmerdinger and Bird conduct a tour of the village kissing gates and prioritise repair/replacement; also to review the best type of gate for each area. Cllr Hemmerdinger to obtain a quote for installation only.
- e. A new 3D village sign was discussed, the Clerk provided details – we need to put together a 'picture' of what the sign will look like – defer to June 2015 meeting.
- f. NWLDC play area inspection report – nil to report, noted.
- g. Village green to be listed as a Community Asset – following investigation and advice/information from NWLDC it was decided to close this matter.
- h. A letter had been received re sponsorship for AMCC (Appleby Magna Cricket Club) – the Parish Council is not in a position to offer commercial sponsorship, but advised that S137 funding may be requested via the formal procedure.

### 1573 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. Members reviewed and approved the annual return, signed by the Chairman and Clerk, **RESOLVED**, unanimous.
- e. The annual insurance quote had been received from the current insurers, Aon, other quotes had been received, but as they were higher, it was proposed to accept the Aon quote which is the same as last year – no increase – **RESOLVED**, unanimous.
- f. The final budget against actual figures had been reviewed and approved, **RESOLVED** unanimous.
- g. Members noted the Notice of appointment of date for the examination of electors has been posted on notice boards as per legislation.
- h. AMCC (Appleby Magna Cricket Club) and the Parish Council had discussed which was the best option – to have the recreation ground maintained by an outside contractor, or for AMCC to ensure the ground is maintained to a satisfactory level, with the Parish Council continuing to contribute to costs. Cllr Hemmerdinger proposed, seconded by Cllr Smith, it was **RESOLVED** unanimous to pay £700 to AMCC for 2014 costs and from 2015 pay £1,000 per annum towards costs, to be reviewed on an annual basis. Clerk to ask Mr Ian Hamilton to assist with the production of a new lease for the Parish Council/AMCC and a new constitution for the Appleby Sports & Recreation Club.

**1574 Ideas for written piece – Parish News Line**

- a. New Parish Council and thank outgoing Councillors
- b. Play area equipment – request for ideas
- c. Allotments available
- d. Police – information request

The meeting ended at 9.15 pm

Date of next meeting: 4th June 2015, 7.30pm, Parish Council Meeting @The Stables Community room, Sir John Moore School