

TINGEWICK PARISH COUNCIL

DRAFT MINUTES OF THE PARISH COUNCIL MEETING
HELD ON 2nd JULY 2009

PRESENT:	Cllr Smith	-	Chairman
	Cllr Fenemore	-	Vice Chair
	Cllr Swinburne	-	Councillor
	Cllr Thurlby	-	Councillor
	Cllr Poil	-	Councillor
	Cllr Collins	-	Councillor
	Dawn Rogers	-	Clerk

IN ATTENDANCE:

113 **Apologies:** None

114 **Declarations of Interest**
None

115 **To approve the Minutes of the Meeting held on 11th June 2009**
Approved. Proposed: Cllr Swinburne Seconded: Cllr Thurlby

116 **Matters Arising for information and reports only**

Item 95 - The Fault Reporting Sheet is in progress.

Action: Chairman

Item 63 - The keys have been cut and have been passed to Mr Styles. Cllr Fenemore also retains a set.

Item 100 - The amendments to the changes of responsibilities were made to the register, the inspection regime was updated and Councillors' schedules prepared and circulated.

Item 102 - The Litter (Animal Droppings) Order 1991 of the Environment Act was reviewed. It was reported that responsibility rests with AVDC. It was agreed that a sign would be erected to advise against dog fouling. An appropriate sign will be identified.

Action: Cllr Thurlby

Item 102 - A response is awaited from AVDC's Definitive Map Team Leader.

Action: Cllr Poil

Item 102 - The school is to be notified of the problems highlighted in the playground safety inspection report.

Action: Chairman

Item 103 - Cemetery - Mr Styles has been asked to restore the chains to the memorial garden.

Item 103 - Playground - Appointment with contractor to consider safety matting was requested.

Action: Cllr Diston

Item 104 - A response has not as yet been received from BCC regarding the signs at Water Stratford Road

Item 104 - A response has not as yet been received from Cllr Cadd regarding his assistance in obtaining grant funding for the recreation field.

Item 107 - The penalty shootout goal was not required for the fete.

Item 108 - The Chairman has sent a letter to the Diocese which was read to the meeting.

117 **County Councillors Report**

None.

118 **District Councillor's Report**

None

Open Forum

It was noted that the hole in the hedge which has historically allowed access from the recreation field to the water supply in the cemetery has been blocked whilst some other holes remain. It was confirmed that all holes should have been blocked to ensure the safety of the younger children playing on the new play equipment and prevent access for motorbikes. It was noted that there was a need for access to the water in the cemetery and that perhaps the kissing gate which was being removed from the main entrance could be situated there.

Fire setting in the corner of the recreation field was reported.

119 Planning

09/01050/APP - Finmere Silos, Barton Hartshorn Road, Tingewick - No objections.

120 Accounts

See Appendix for details of transactions and budget report.

Transactions approved.

In addition to the prepared list of transactions on the report the following additional transactions were unanimously approved by the Parish Council;

- a. A payment to Mr Styles in respect of his invoice dated 30th June 2009 in the sum of £1085.88
- b. The sum of £1,5000 which was transferred to the 'Event's' account was received back into the current account
- c. Fete sponsors cheques totaling £275.00 received into the current account
- d. Transfer of the £275.00 sponsorship money to the 'Event's' account.

Agreed - Proposed: Cllr Swinburne Seconded: Cllr Thurlby

The clerk was requested to write to AVDC reminding them that the responsibility to clear the overhanging bushes on the north side of Main Street was the responsibility of their tenants and themselves. **Action: Clerk.**

The clerk was asked to enquire with the Parish Council's bank whether it would be possible to move the Recreation Ground Development Fund money to an account with a higher interest rate. **Action: Clerk**

121. Clerk's Salary

The National Association of Local Councils 2008/09 National Final Salary Award for Local Council Clerks was received.

It was proposed that the Clerk's salary will be adjusted accordingly at scale point 21 from April 2008 to July 2009 and that from August 2009 the clerk will receive payment at scale point 25 but will no longer receive an allowance for a broadband connection.

Proposed: Cllr Poil Seconded Cllr Swinburne

It was questioned whether the Clerk's current contracted hours were sufficient or whether they should rise. The Clerk will keep a record of time spent to be reviewed in January 2010.

122 Risk Assessment Review

It was noted that the schedules have been circulated and that they should be returned to the Clerk for central storage as appropriate.

123 Councillors' Reports and Items for Future Agenda

Street Lighting

The litter bins outside the village shop and at the nearby bus stop have disappeared. It was agreed that replacement bins would be ordered. **Action: Clerk**

Footpaths

Nothing to report

Cemetery and Grass cutting (Burial Records and Plans)

The 'Reserved' markers in the cemetery are proving successful and more will be obtained. **Action: Clerk**

Some roof tiles from the Chapel are missing. The area will be inspected. **Action: Chairman**

The crack in the Chapel wall looks as though it may have grown since the surveyors report in 2007. The area will be inspected. **Action: Chairman**

Certain graves in the cemetery are subsiding. Advice on remedial action will be sought. **Action: Clerk**

Recreation Ground

It was agreed that the water systems in the toilet and changing rooms will be drained down and secured before winter to avoid any leaks and problems associated with the cold weather. **Action: Cllr Fenemore**

It was noted that even though the toilets are locked they are still being damaged. It was agreed;

- a. Information would be obtained on the cost of vandal-proofing the block. **Action: Clerk.**
- b. Information would be obtained as to the most appropriate method of security on the site. **Action: Clerk**

It was proposed and agreed that the kissing gate that is to be removed from the main entrance will be reinstated at the side of the field to allow access to the water in the cemetery.

The progress of the alterations to the main entrance to the field will be obtained. **Action: Clerk.**

Playground and Pond

No report

Special Projects

Correspondence from 'Theatre in Villages' dated 30th April 2009 was belatedly received. The sessions were fully booked. It was asked whether we could be notified earlier next year.

124 Correspondence

2009/07/19 - BCC - Community Resilience Plans - Tingewick Parish Council will be involved the Clerk will be the point of contact and the Chairman will be the deputy. **Action: Clerk**

125 Community Speedwatch

It was agreed that as a positive response has been received to the Parish Council's earlier request for further information the council will proceed with purchasing a 25% share in a system. **Action: Clerk**

126 Recreation Ground Development

It was agreed that a sub group initially consisting of all members of the Parish Council will be formed to consider the development options and to seek input from the community.

Prior to the next Parish Council meeting the Chairman, Cllr Poil and Cllr Fenemore will arrange a site meeting with an expert to review the drainage and associated issues. **Action: Chairman, Cllr Poil & Cllr Fenemore**

It was noted that a response had not been received from Cllr Cadd regarding his offer of assistance to identify sources of funding. A reminder letter to be issued mid July. **Action: Clerk**

107 Fete & Beer Festival

The fete was very successful and thanks extended to all those involved.

The final fete accounts have not as yet been received but it is likely that the event will break even. It was agreed that any profit would be retained in the Events account to fund the fete next year.

A donation of £30.00, the profit from the sale of strawberries and cream at the fete, was gratefully received from the Montessori Crèche towards the realignment of the kissing gate at the entrance of the field.

128 Allotments

As set out above, a letter has been sent to the Diocese asking them to reconsider their stated costs. A response is awaited.

129 Parish Plan

Nothing to report

130 Affordable Housing

The Chairman is to attend a meeting in July with the Rural Housing Enabler and the Housing Agency to look at the plans submitted and to receive information as to the next steps.

131 Village Appraisal/Village Design Statement

An invoice for £4337.82 from New Bold Design Concepts for design and printing of the Village Design Statement is required to be paid by 31st July 2009. This will be funded by the Awards For All grant for the project.

132 Date of Next Meeting

The next meeting will take place on Thursday 3rd September 2009 at 8.00pm in the Village Hall.

The meeting closed at 10.10pm

Transaction Report
12/06/09 Through 02/07/09 (in Pounds)

Date	Acct	Num	Description	Memo	Category	Clr	Amount
BALANCE 11/06/09							20,732.48
15/06/09	PC ...	DEP	Heritage & Sons	Memorial Permit - Tate	Cemetery	R	60.00
02/07/09	PC ...		Transfer	Transfer	[PC Deposit]		2,000.00
02/07/09	PC ...	202537	DWW's Plumbing Solutions	Repairs to Changing Roo...	Recreation Ground		-100.00
02/07/09	PC ...	202538 ...	T Styles	June 09	--Split--		-365.00
02/07/09	PC ...	202539	HMRC	PAYE for D Rogers	Payroll		-38.20
02/07/09	PC ...	202540	D Rogers	Salary(Less PAYE)	Payroll		-153.40
02/07/09	PC ...	202541	LexisNexis	8th Edition Arnold Baker ...	Training		-59.05
02/07/09	PC ...	202542	M Dempsey	Grasscutting June	Grass Cutting		-225.00
15/06/09	PC ...	DEP	VAT Repayment		[VAT Control]	R	1,763.18
26/06/09	PC ...	DEP	Interest Earned		Interest	R	0.78
02/07/09	PC ...	TXFR	Transfer	Transfer	[PC Current]		-2,000.00
TOTAL 12/06/09 - 02/07/09							883.31
BALANCE 02/07/09							21,615.79
TOTAL INFLOWS							3,823.96
TOTAL OUTFLOWS							-2,940.65
NET TOTAL							883.31