

Nash Mills Parish Council

Minutes

Of the Full Parish Council meeting held on **14th January 2019** at Nash Mills Village Hall, Lower Road, Nash Mills, HP3 8RT

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Present

Councillor Jan Maddern (Vice-Chair)

Councillor Terence Collins

Councillor Louise Gross

Councillor Peter Lardi (arrived at 8.15pm due to an appointment)

Councillor Rosie Moubray

Councillor Alan Briggs

Councillor David Jackson

In Attendance

Nikki Bugden (Clerk)

4 Members of the public

County Councillor Tina Howard

19/001 FPC Apologies

To receive and accept apologies for absence.

- Cllr Bayley
- Cllr Lardi joined late due to a hospital appt (arrival 8.15pm)

Cllr Maddern will be acting as Chair.

19/002/FPC Interests

a) To receive declarations of interest from Councillors on items on the agenda.

- none

b) To receive written requests for dispensations for declarable interests

- none

c) To grant any requests for dispensation as appropriate.

- none

19/003/FPC Minutes

To confirm the Minutes of the Nash Mills Parish Council Meeting held on Monday 10th December 2018 as an accurate record of proceedings.

- **Cllr Maddern Resolved** that the minutes be agreed as a true and accurate record of the proceedings and be duly signed. Unanimously agreed.

19/004/FPC Public Issues/Participation

Members of the public can raise matters of concern.

- A resident from **Mill Close** asked for advice in relation to a neighbour placing large quantities of waste garden soil on the green amenity space outside their perimeter wall. Resident asked if a sign could be purchased. Resident can place a

sign on their own wall. Clean Safe and Green to be notified to remove if necessary. Warden to be asked to investigate.

- A resident from **Mill Close** asked for advice with regards to parking on the corner of Nash Green, resulting in obstruction to their drive and also difficulties when turning right out of Nash Green.

It was advised that DBC have a mobile parking enforcement officer and that all matters of concern regarding parking should be reported to this department. Clerk to provide contact details.

- A member of the public wished to present his portfolio in relation to his parents' planning application and any queries arising relating to 34 Silverthorn Drive. **NB at this point Cllr Lardi & Cllr Gross made Council aware that they are neighbours of this property and will therefore not be able to participate in this discussion or any vote resulting.**

Cllr Maddern invited this member of the public to stay and observe the Planning meeting that follows the Full Meeting.

At this juncture it was suggested by the Clerk that the Agenda for the Finance meeting be incorporated into the Full Parish meeting. Councillors had prior receipt of all financial documents and would therefore be able to make decisions to ensure that there was no delay to the authorisation of payments due.

It was resolved that the Finance meeting Agenda would be discussed under Agenda point 19/005/FPC.

Proposed Cllr Moubray

Seconded Cllr Briggs

Unanimously agreed.

19/005/FPC Finance

a) To approve suggested Budget for 2019/20

- Clerk presented budget that would illustrate the Precept demand for 2019/20 remaining the same as in previous years. Clerk was waiting for responses from DBC in relation to election costs.

Budget will be brought to next Finance meeting to be discussed for approval once these figures are obtained.

- Cllr Briggs offered assistance to Clerk to check what our annual IT contract with Chess ICT provides and to liaise with Cllr Jackson to investigate other options.

b) To consider and agree any extraordinary items of expenditure arising from the Finance Committee meeting.

- Finance Agenda point 19/005/F (d) to authorise payments of invoices and monthly payments in line with schedule

It was resolved that payments listed on the schedule would be made.

Proposed Rosie Moubray

Seconded Alan Briggs

Unanimously agreed.

- Finance Agenda Point 19/005/F (i) to consider quotes for works to trees at Nash Mills Primary School.

Cllr Collins asked to be excused from any vote due to his position as Associate Governor at the school.

Three quotes now received.

It was resolved that NMPC would be prepared to donate up to 50% of the net cost of the total works up to a maximum sum of £1500.00

Proposed David Jackson

Seconded Rosie Moubray

- Dispensers for Dog bags

Discussion re the costings involved and also the issues surrounding siting of these ie to install them on lampposts or signs would require permission from the owners of those signs. NMPC are using a large number of bags over a short period, particularly in the launderette where a large number are being given out without 'discretion'

Clerk to investigate further.

Item to remain on action list

- High Balances on Accounts

Cllr Briggs asked what steps were being taken to move funds from the account holding a high balance on Treasury Reserve, particularly in light of the limit on the financial compensation scheme. Cllr Jackson explained that there had been a number of issues regarding the changing of signatories at NatWest and that once this matter was addressed options will be presented to the Finance Committee for consideration.

- Banking

Clerk advised that Lloyds bank mandates are now all up to date. The Lloyds bank accounts are the accounts that NMPC use for regular expenditure. This means that Clerk now has access to these accounts for regular reconciliation.

Clerk had been advised by NMPC Chair that NatWest has another form requiring completion and Clerk will obtain clarification from Chair regarding this.

19/006/FPC Appointments to Committees

To appoint recently Co-Opted Councillors on to Committees

- Cllr Maddern suggested that in light of recent issues regarding quorum's that ALL councillors be co-opted on to all Committees unless the individual Councillor expressed a wish NOT to be on a particular Committee.

It was resolved that All Councillors be included on all Committees apart from the exceptions listed below.

Proposed Cllr Maddern

Seconded Cllr Gross

Cllr Jackson asked to not be included on the Personnel Committee.

Cllr Collins asked to not be included on the Planning Committee.

- There was a discussion regarding the merits of holding separate meetings for all of the Committees on the same evening and the duplication of agendas/minutes etc.
- This item will be an Agenda item at the next Parish Meeting. HAPTC guidelines always recommend having a separate Personnel Committee meeting due to the confidential nature of matters being discussed.

19/007/FPC Reports from Committees

To receive minutes, recommendations and council actions required from Committees and sub-committees.

- a) Finance – no meeting held. Minutes to be signed at February Finance Meeting
- b) Planning- All Planning comments from last meeting submitted, nothing further to report as meeting follows this meeting.
- c) Personnel- no Personnel items to report.

19/008/FPC Action List

To update the status of outstanding action points from previous meetings.

Copy attached.

19/009/FPC Reports to Council

To receive reports from representatives on outside bodies, local authorities and agencies.

- a) **Crime Report** - PCSO Ian Martin sent apologies, crime report attached.
- b) **Parish Warden's Report** –David Drew sent apologies, nothing further to report.

19/0010/FPC Report from Cllr Gross re Crossing and Safety at Bunkers Lane

- Cllr Gross spoke to Council regarding her concerns that there is no safe means of crossing at Bunkers Lane to enable residents to reach the park. This matter and the request for traffic calming or safe crossing options were raised approx. 7 years ago and refused. Cllr Gross highlighted the increase in local development and traffic in this location. C/Cllr Tina Howard has offered to take this matter forward with County and Highways. It was also noted that whilst some signage advising of

pedestrians crossing the lane was in place further up Bunkers lane these signs were often obscured by foliage.

19/0011/FPC Art Work For Logo – Cllr Lardi to update Council.

- Cllr Lardi has now spoken to the artist regarding the artwork and a quote for the sum of £200 has been received. Due to the level of cost only one quote is required.

It was resolved that the designer could now start works

Proposed Cllr Maddern

Seconded Cllr Gross

19/0012/FPC Parish Magazine Update

- Cllr Maddern presented plans to re-launch the Parish Magazine with an Easter edition now that the New Clerk is in place. A quote (under £400) has been obtained from a known supplier for higher quality paper, colour printing and an increased number of copies. The new run would be for 1300 copies to take into account the increased development in the Parish.

Due to the level of cost only one quote is required. Cllr Jackson suggested that we do not increase the number of pages for this first issue but proceed on a like-for-like basis.

It was resolved that the re-launch would go ahead.

Proposed Cllr Collins

Seconded Cllr Lardi

A working party was opened to volunteers and Cllr Maddern and Cllr Gross expressed an interest in taking the re-launch forward with assistance from the Clerk.

19/0013/FPC Development Management Meeting Update –Cllr Maddern

Cllr Maddern offered to give an explanation on the process but all Councillors were already aware.

19/0014/FPC Clerk's Report

Items for information only –Website Update

- Clerk has been liaising with website designer engaged by previous Clerk.
- £1350.00 left to pay on completion of works. Designer anticipates that there is a further three months' work before new website goes live.
- Cllr Briggs has suggested a link from Instagram directly to gallery on the new website to enable the gallery to be easily updated. Clerk to notify website designer of this request.

19/015/ FPC Items for Consideration at Next Meeting

To suggest agenda items for the next meeting of the Parish Council on **Monday 11th February 2019.**

- Budgets & Precept (Clerk)
- Installation of the Tommies (report from Cllr Collins & Cllr Moubray)
- Discussion re meetings and scheduling
- IT report from Cllr Briggs
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Meeting closed at 9.15pm

Chair 11/2/2019

