

Redmarshall Parish Council

Minutes of the Parish Meeting held on the 13th June 2011 at 6.30 p.m. in the Methodist Chapel Schoolroom, Carlton.

Present: Cllr Trish Bowker (Chair)
Cllr Frank Cooke
Cllr Ronnie Dee
Cllr Lynne Evans
Cllr Chris Johnson
Cllr Karen Marrison
Mrs Chris Cooke (Parish Clerk)

Attendance: Mr Eric Lambert, Mr Syd Bell

Apologies (1/6/2011)

N/A

Declarations of Interest (2/6/2011)

Ronnie declared a personal interest in Planning Application 11/1-74/FUL The Stables, Kirk Hill

Minutes of Meeting 9th May 2011 (3/6/2011)

Clerk confirmed that two sets of minutes were to be agreed, the AGM and the Parish Council meeting. Trish proposed that the both be accepted. Seconded Frank. Agreed all.

Matters Arising (4/6/2011)

Trish commented that there was a new Vice Chair, Chris Johnson.

AOB(10/1/2011)

High View, Hill House Farm entrance. Clerk confirmed no further information had been received.

Finance (5/2/2011)

Frank confirmed that two paving slabs had now been positioned on The Green and the Clerk confirmed that she would now order a salt\salt bin as previously agreed. Frank stated that he had procured a slightly damaged salt bin which would need repair for Mainside. CC

Drovers Lane (7/2/2011)

Clerk confirmed that she had emailed Brian Buckley but no further information had been received. Frank stated that there were several potholes at the junction of Windermere Avenue\Drovers Lane and one of these was now worn down to the Dolomite sub base. Proposed Clerk to contact Bria Buckley, seconded Ronnie. CC

Finance (5/6/2011)

- Budget Sheet & VAT – budget sheet was presented and accepted. The Clerk confirmed that no transactions had been carried out since the last meeting and the budget situation had not changed..
- Clerk confirmed that no cheques were required.
- Audit\Financial Year End Accounts - discussion took place re Internal Auditor's CC recommendations.
 - When restating the Fixed Assets for Year Ending 31/3/2010, the Internal Auditor suggested that all of the accounts be Restated rather than just Fixed Assets.

The recommendation was that Box 3 'Other' should be adjusted to £2.00 rather than £3.00 which would address BDO's comment that we should eliminate 'rounding errors' which had resulted in Section 1 Annual Return not adding up by £1.00. Proposed by Trish, seconded by Frank. Agreed all. The Annual Return for 2010-11 was duly amended and initialed by Trish and the Clerk.

- In relation to other recommendations, the Clerk had previously circulated an example of the proposed Monthly Budget Projection which would be circulated with the Agenda to inform Cllrs of the current financial position of the Parish Council and any anticipated spend. Trish proposed that this be adopted, seconded by Ronnie. Agreed all.
- Noted that the accounts need to be with BDO by 8/7/2011. Clerk will be on holiday at this time and will give all paperwork to Trish who will be responsible for posting them. CC
- PAYE reforms. Clerk stated that no further information had been received. She would again email HMRC and anticipated that a nil return would be required for Apr – June quarter which she would action on return from holiday.

● **Planning Applications (6/6/2011)**

App 11/1074/FUL – The Stables, Kirk Hill. CC

Cllrs noted that 3 residents had submitted letters of objection to this application and the Clerk confirmed that an extension to the deadline for submissions until 16th June 2011 had been granted. Discussion took place re the fact that the application was in contravention of the report of the recommendations of the report to the Planning Committee on 31/3/2004:

Recommendations:

3. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (or any order evoking or re-enacting that Order), no windows/dormer windows, other than those expressly authorised by this permission, shall be constructed. Notwithstanding drawing No 1.1. the roof lights shall be installed on the front elevation only.

Reason:

To enable the Local Planning Authority to retain control over the development and to ensure that the visual amenities and privacy of neighbour properties are not adversely affected.

It was also noted that the owner had not met with other planning conditions. Frank proposed that letter objecting to the application be circulated by Wednesday 15th June. Trish seconded. Agreed. All to check email on Wednesday 15th and reply to the Clerk with any comments. CC

29 Drovers Lane. Clerk confirmed that a resident had queried boundary changes to the fence enclosing 29 Drovers Lane and whether this was now outside the village envelope and she had contacted SBC regarding this (Enforcement Ref 11/0224/EUSE). Mr Lambert provided the meeting with additional information about this application which was the subject of a previous planning application (99/0349/P) which was refused. Frank proposed that he reply to the SBC email giving them the additional information seconded by Trish. Agreed. FC

App 11/0114/LBD – Rose Cottage

A discussion took place re this application and it was agreed that it was unfortunate that the listed building had not been maintained properly and that an historical building in the village had been lost. Ronnie proposed that the Clerk contact SBC Planning re responsibilities of owners of listed buildings and Karen suggested that grants could be obtained to help with the upkeep of such buildings. Agreed Clerk to contact SBC. CC

Disciplinary, Dismissal & Grievance Policies (7/6/2011)

The Clerk had previously circulated the above. Trish noted that the number of Cllrs available to form investigative panels and appeals panels could be a problem and noted that the policies had reflected this by stating 'minimum' rather than a set figure. In the absence of any other comments, Trish proposed that the policies be accepted. Seconded by ChrisJ. Agreed.

Review of Equal Opportunities Policy (8/6/2011)

Cllrs reviewed the Equal Opportunities Policy and noted that no changes were required.

Health & Safety Information(9/6/2011)

Clerk informed the meeting that she had discussed the implications of Redmarshall Parish Council being an 'employer' with Gwynn Dunn, Stillington Parish Council Clerk. The Clerk confirmed that she needed to check whether the Parish Council needed to register with the Health & Safety Executive and also with Zurich Insurance re Employer's Liability Insurance.

Parish News (10/6/2011)

Noted that Karen Marrison's name was spelt incorrectly. Ronnie to contact Gwynn Dunn to correct.

RD

Correspondence (11/6/2011)

Clerk confirmed that correspondence of importance or with a deadline had already been circulated. Additional correspondence was examined at the meeting and agreed that the Clerk would take agreed action and circulate for additional information.

1. Weekly Planning Applications 11/4/11 – 1/5/11
2. Open Spaces Society – request for donation letter 6/5/2011
3. Santander Letter – welcome to Santander – May 2011
4. Santander Letter – keeping you up to date – interest rates May 2011
5. SBC Planning 13/5/2011 – 11/1074/FUL – Windows, The Stables, Kirk Hill
6. SBC Planning 20/5/2011 – 11/1212/FPD – Garage Conversion, 7 Ferguson Way
7. SBC Planning 11/0114/LBD – Demolition, Rose House Farm Church Lane
8. SBC Planning Enforcement email 23/5/2011 – High Farm, Workers Caravan
Enf Ref 11/0146/EUSE, Cattle Shed 10/3197/FUL & 10.3198/FUL
9. SBC Law & Demo letter 6/6/11 – Parish Council Liaison Forum 20/6/2011
10. SBC Standards Committee – Gifts & Hospitality
11. SBC Planning email 19/5/2011 – Enf Ref 11/0115/ECOND Residential Caravan,
Stables Shed 2, Ouston Moor Farm, D'ton Back Lane
12. SBC Planning email 9/6/2011 – Enf Ref 11/0224/EUSE – 29 Drovers Lane,
Redmarshall – Change of Use Open Space to Residential Land
13. Tees Valley Rural Community Council 9/6/2011 – Nominations to the Stockton
Renaissance Board and Local Area Partnership Boards.
14. Local Works – Promoting Sustainable Comm Act – Leiston PC – Tesco
Application

AOB (12/6/2011)

Karen stated that a resident had raised the issue of some residents driving too fast on Ferguson Way/Church Lane. Karen herself noted that she had experienced difficulties with residents driving from Derwent Close/Conniston Crescent coming into Rydal Way at high speed. Trish proposed that Ronnie contact the Parish News to raise awareness amongst residents.

RD

The Parish Council meeting closed at 7.45 p.m.

Open Forum (13/6/2011)

Mr Lambert raised the issue of when residents on the east side of Drovers Lane could expect to be included in the correct Polling District. Chris J informed the meeting that electors would need to register in August and a new Electoral Register was due in December. *(Update from Chris J who has spoken to Sarah Crawford, Law & Democracy who is dealing with this matter and the electors concerned will be moved to the correct Parish in time for the canvass which will start in a few months. The Parish Clerk will be contacted about this at that time).*

The meeting closed at 7.50 p.m.

The next meeting will be held on Monday **11th July 2011**. Agenda items to Trish by **Sunday, 3rd July 2011**.

Signed:

Date: