

Redmarshall Parish Council

Minutes of the Parish Meeting held on the 9th May 2011 at 6.30 p.m. in the Methodist Chapel Schoolroom, Carlton.

Present: Cllr Trish Bowker (Chair)
Cllr Frank Cooke
Cllr Chris Johnson
Mrs Chris Cooke (Parish Clerk)

Apologies: Cllr Lynne Evans
Cllr Karen Marrison

Attendance: Mr Eric Lambert

Election of Parish Councillors (1/5/2011)

Clerk confirmed that Cllr Karen Marrison had completed her Declaration of Acceptance of Office and Register of Personal Interests forms. All Councillors to complete their Election Expenses Claims by 3/6/11. Clerk to check who had completed them. Clerk also confirmed that SBC had agreed that the Electoral Register for Redmarshall was incorrect and would amend it in accordance with the 2007 Plan. CC

Declarations of Interest (2/5/2011)

None

Minutes of Meeting 11th April 2011 (3/5/2011)

ChrisJ proposed that the minutes of the meeting of 11th April 2011 be accepted as a true record, seconded by Frank. Agreed.

Matters Arising (4/5/2011)

AOB(10/1/2011)

High View, Hill House Farm entrance.

Clerk confirmed no further information had been received.

Finance (5/2/2011)

Frank stated that only one salt bin was now available and he would deliver it this week. Clerk confirmed that SBC were now able to supply salt and salt bins. Agreed the Clerk would order an additional salt bins and refills as agreed and minuted at previous meetings.

FC/CC

Drovers Lane (7/2/2011)

Clerk confirmed that she had emailed Brian Buckley but no further information had been received.

Finance (5/3/2011)

Clerk confirmed she had cancelled the current Standing Order and was waiting for a new mandate form from Gwynn Dunn.

CC

Open Forum (12/4/2011)

Clerk confirmed that she had reported that the 'Derestriction sign' had been demolished to SBC Care for Your Area.

Finance (5/5/2011)

- 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 – Clerk confirmed that Jane Vaslet had been given the audit file and was aware of the meeting date of 13/6/2011. The Clerk informed the meeting that unfortunately Jane would not be able to carry out the internal audit next year. A brief discussion took place re suggestions for next year and it was agreed that it be discussed further at the meeting in January 2012 when the precept was set and the review of the audit takes place. CC
- Noted that the Notice of Electors' Rights needed to be displayed from 23/5/11 – 5/6/11 and the Annual Return deadline was 8/7/11.
- PAYE reforms, Clerk Job Description and Contract – Clerk informed the meeting that she had not received any further information from HMRC and had sent a reminder email. The draft job description and contract had previously been circulated to Cllrs. It was noted that the Clerk's pay was now in accordance with the National Minimum Wage at £6.08 per hour, totalling £912.00 per annum, an increase of £12.00. Trish proposed that the Job Description and Contract be accepted, seconded by ChrisJ. Agreed. It was noted that a Disciplinary, Dismissal and Grievance Procedure needed to be written and agreed that the Clerk circulate this prior to the next meeting and put the item on the Agenda. CC

Planning Applications (6/5/2011)

Frank confirmed that he had attended a meeting with Carol Straughan & Barry Jackson, SBC Planning to discuss the Parish Council's response to proposed planning applications. The discussion centred around the Government 'Growth Review' which contains proposals for further planning reform to ensure the planning supports sustainable development. The written 'Planning for Growth' statement 23/3/2011 clearly states that the 'Government's clear expectation is that the answer to development and growth should wherever possible be 'yes'. Planning Obligations (Section 106 agreements) should be reviewed to ensure the costs for developers and are not inhibative. Local Development Plans and 'Village Envelopes' will also be reviewed. Green belts are not excluded from reviews.

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. Trish proposed that the Clerk contact SBC Planning about this issue. Seconded by Frank. Agreed. CC

Review of Standing Orders (7/5/2011)

The Clerk had amended the Standing Orders as agreed at the meeting on 11th April 2011 and had circulated them for comments. Trish proposed the revised Standing Orders be accepted, seconded by Frank. Agreed.

Review of Health & Safety Policy (8/5/2011)

Clerk had previously circulated the revised Health & Safety Policy for comments. Frank proposed that these be accepted, seconded by Trish. Agreed.

A discussion took place re impact of changes in Health & Safety legislation and the Council's responsibilities. Trish proposed that the Clerk investigate whether membership the National Association of Local Councils or the Society of Local Council Clerks would provide support with this. Seconded by Frank. Agreed. Clerk to put on the Agenda for June meeting. CC

Parish News (9/5/2011)

CC

Clerk informed the meeting that Karen Marrison's name would need to be added to the Redmarshall Parish Council ad in the Parish News and she would ask Ronnie to do this. Agreed.

Correspondence (10/5/2011)

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. SBC Planning email & Dept for Communities & Local Government 'Planning for Growth letter and appendices dated 31/3/2011 & other planning correspondence
3. SBC Remittance Advice Precept 2011-12
4. SBC email from Sarah Crawford, Law & Democracy 13/4/11 re Redmarshall & Carlton Parish Alterations (Dwellings on Redmarshall Electoral Roll)
5. SBC Letter from Bill Trewick 11/4/2011 – Community Engineer Initiative
6. SBC Law & Democracy email from Linda Lawty 13/4/2011 – Notice of Duly Elected Councillors
7. Letter from Gen Sir David Richards 1/4/11 – Armed Forces Day – Fly the Flag
8. Open Spaces Society Spring 2011 Vol 29 No 10
9. Email from Gwynn Dunn 4/1/11 – Joint Parish Council Liaison Forum 21/6/11
10. SBC Renaissance 4/5/11 Central Area Transport Strategy 2011/12 mtg 23/6/11 7.00 pm EDC

AOB (11/5/2011)

N/A

The Parish Council meeting closed at 8.10 p.m.

Open Forum (12/5/2011)

A brief discussion was held re Whitton Gates traffic calming.

The meeting closed at 8.15 p.m.

The next meeting will be held on Monday **13th June 2011**. Agenda items to Chris by **Sunday, 5th June 2011**.

Signed:

Date: