

# Shipton Parish Council

## Minutes of Parish Council meeting - 18<sup>th</sup> February 2015

	Attendance: Lynn Hurley, Hugh Thurbon (Chair), Richard Brown, Paul Morrish (minutes), David Ayres Members of Public: 7 residents	
1	<p><b>Members of the Public forum –</b></p> <ul style="list-style-type: none"> <li>• Can unnamed resident put a swing on the green? During discussion it was thought the PC would not wish to be liable for accident or injury on land it owns. It was suggested the Reading Room committee might wish to consider whether this is part of their remit as, given their charitable status, they may be in a position to apply for grant support to provide proper play facilities for younger residents on the green..</li> <li>• Noticeboards: Rather than use telegraph poles from which notices are now being removed, could there be noticeboard for non-PC notices/adverts etc, perhaps near bus stop? As the three notice boards in the parish are for PC notices only they were thought not suitable for general use. Although the new village website will be the appropriate place to advertise it was agreed there ought to be an additional notice facility. As the Reading Room already has a very small board the RR committee may wish to consider acquiring a larger board for general notice posting.</li> <li>• Applications for planning consent may not be visible enough to all residents. Noted that CDC has responsibility, but PC could forward emails from CDC to village email list, or place link on website. Individuals can sign up to automatic notification from CDC.</li> </ul>	<p><b>Action</b></p> <p>RRC to consider</p> <p>RRC to consider</p> <p>PM to ask SL to put link and note on village website.</p>
2	<b>Apologies for absence</b> Verna Spires (Clerk)	
3	<b>Declaration of Interests:</b> None declared.	
4	<b>Approval of the Minutes of the previous Meeting:</b> These were agreed and signed by the Chair	
5	<p><b>Matters arising from previous minutes and review of actions:</b></p> <ul style="list-style-type: none"> <li>• Village green goal now fixed and in use</li> <li>• Info about the VETS scheme forwarded to Lynn for Hampen residents.</li> <li>• Frogmill advised of defibrillator</li> <li>• Update the insurance to advise of defibrillator and check what is/is nor covered on insurance (thought to be liability only).</li> </ul>	outstanding
6	<p><b>Highways Issues</b></p> <ul style="list-style-type: none"> <li>• Far end of Syreford Road is very dangerous in icy conditions. HT placed grit and salt this year but PC needs to apply for 40 bags of grit/salt mix in October each year. Spreading of grit is not Highways responsibility, and relies on goodwill of residents to spread when appropriate</li> <li>• Grit Bins. To provide a tidy and secure grit store the PC will purchase 3 grit bins</li> <li>• Road signs. Acknowledged that “new” road signs at 2 of 4 entrances to village too large, and that PC contributed a small contribution to their overall cost. PC will find out plans for other 2 entrance signs. Plan is for GCC Highways to remove old/redundant signs when new signs placed.</li> <li>• To consider other contractors for regular verge cutting/green cutting. Though no complaint with current contractor, PC has duty to consider other tenders.</li> </ul>	<p>Order grit in October each year</p> <p>HT to investigate and buy on behalf of PC</p> <p>RB to contact Bob Skillern to discuss.</p> <p>All to ask if other contractors available and interested in tendering</p>

7	<p><b>Sports Field:</b></p> <ul style="list-style-type: none"> <li>HT explained plan to create separate group to re-establish sports field charity that would be able to manage field on behalf of PC, and apply for funding to develop sports field. David Ayres is considering re-activating/ running this charity and is looking for three volunteers to help.</li> <li>Water meter currently on opposite side of A429. Discussed how best to agree payment with clubs using sports field. Agreed solution to consider that water use is part of rental charge of field to club using field.</li> <li>Some money, of unknown amount, that was held by previous sports field charity is believed to be held in bank account. HT estimates that solicitors fees to begin to recover this money would be &gt;£500 and therefore could be more than money in account. HT will discuss legal position and access to account with bank manager.</li> <li>Two tenders already received but third needed for decision on contractor for grass cutting/maintenance work on field.</li> </ul>	<p>DA to find 3 volunteers</p> <p>HT to talk to find/discuss with bank manager</p> <p>All to ask around for possible contractors. RB to ask Andoversford PC if they have regular contractor for their work.</p>
8	<p><b>Elections:</b></p> <ul style="list-style-type: none"> <li>HT explained that PC stands down and individuals can, if they choose, seek re-election. The PC would very much like to hear from anyone interested in standing, and would welcome the opportunity to host evening to consider rival candidates. CDC will publish details of elections and candidates, with nominations to be received by 9/4/15.</li> </ul>	<p>All to consider re-standing, and nomination process.</p>
9	<p><b>Questionnaire/Parish plan:</b></p> <ul style="list-style-type: none"> <li>Questionnaire almost ready and presented to audience for comment. But now sensible to wait till after elections, and use election process to listen to residents' views on content of questionnaire and plan. To consider how to use both internet and paper based questionnaire to maximise response.</li> </ul>	
10	<p><b>Newsletter:</b></p> <ul style="list-style-type: none"> <li>Newsletter produced, distributed and greeted favourably. To consider annual production, perhaps with cheaper printing and better design.</li> </ul>	<p>All to consider annual newsletter January each year.</p>
11	<p><b>Finance:</b></p> <ul style="list-style-type: none"> <li>Clerk Pay - £438.4 Agreed</li> <li>PATA payroll - 10.50 Agreed</li> <li>HT travel expenses( grit) -£39.40 Agreed</li> <li>RB Map printing - £33.39 Agreed</li> <li>GAPTC training (VS Finance revisited) - £12.50 Agreed</li> <li>Newsletters -£91 Agreed (awaiting invoice)</li> <li>VETS scheme - £100 Agreed</li> <li>Pay increase for Clerk as per NALC guidance - Agreed</li> </ul>	
12.	<p><b>Current Planning Applications:</b></p> <ul style="list-style-type: none"> <li>Discussion around difficulties for PC in providing unbiased and fair assessment in a small community. Where possible to advise those in favour or against to use the CDC planning portal and mechanism. To encourage residents to put their comments in writing, with their names, so that process and decisions made by PC can be viewed and audited.</li> <li>Considered planning applications to Applegarth 15/00040/FUL and Honey Barn 14/05632/LBC and agreed revised comments.</li> </ul>	

13.	<p><b>Any Other Business:</b></p> <ul style="list-style-type: none"> <li>• VET phone number and flyer to be placed in phone box with Defibrillator. Volunteer from Hampen to add to VETS.</li> <li>• Consider yearly Cardio-Pulmonary Resus/First aid meeting.</li> <li>• The condition of the road by Hampen House is a concern. We agreed to raise the state of this road with Bob Skillern.</li> </ul>	<p>PM</p> <p>Is this something for PC/RR committee/WI etc? Verna to write/email Bob Skillern PM to share fixthathole Web address.</p>
14.	<p><b>Close Of Meeting:</b></p> <ul style="list-style-type: none"> <li>• The chairman thanked the audience for their interest and attendance, and the members of the PC for their contribution to the work of the PC.</li> </ul>	
	<p><b>Future Important Dates</b></p> <p>7<sup>th</sup> May PC Elections  20<sup>th</sup> May Annual General meeting date/time to be confirmed  16<sup>th</sup> November 2015 – 7pm Autumn PC meeting  January 2016 – 7pm Annual budget setting meeting  17<sup>th</sup> February 2016 – 7pm Winter PC meeting  18<sup>th</sup> May 2016 – 7pm Annual General PC meeting</p>	

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