

Minutes of Great Bealings Annual Parish Council Meeting held at the Bealings Village Hall at 8.20pm on Monday 14th May 2018.

Present: Charles Barrington (CPB), Colin Hedgley (CH), Sally Johnson (SJ), Martin Cripps (MC), Paul Norris (PN), Anthony Sheppard (AS), Rob Munn (RM)

In attendance: Mrs Dee Knights, Clerk to the Council (DPK); one resident

1. Election of Chairman

SJ nominated that Charles Barrington stand as Chairman for the following year. This was seconded by MC. Charles Barrington accepted the position and the meeting continued.

2. Apologies for Absence

Apologies were received from John Carter-Jonas (JCJ)

3. Declaration of Members' Conflicts of Interest in any items on this Agenda

LNPI, District Cllr-CH, no other declarations

4. Election of Officers:-

Vice Chairman – Colin Hedgley – proposed by CPB, seconded by SJ
Footpath Officer – Martin Cripps – proposed by AS, seconded by SJ
Village Hall Rep – Sally Johnson – proposed by MC, seconded by CH
Tree Warden –John Carter-Jonas – proposed by SJ and seconded by CH, subject to his approval at the next meeting

5. To approve the Minutes from the Meeting held on 13th March 2018

The minutes were approved and signed as a true record, subject to the addition of the following relating to Hasketon Road:

“MC stated that in his opinion, it was a waste of public money to keep maintaining this road and he proposed that it be closed. This proposal was rejected by the PC.”

To approve the Minutes from the Meeting held on 20th March 2018

The minutes were approved and signed as a true record

6. Matters arising from the Minutes

Water Meadow – RM reported that the planning officer from SCDC had made a further visit to the site and had ruled that there was “no change of use”.

Trees – MC reported that the new trees have all been planted. He expressed thanks to his wife Sharon and Mr and Mrs Prentice for their assistance. As suggested earlier, he thinks a plaque should be sited stating that the trees were planted by the PC. MC will write to RV about his scheme for planting oak trees. The EADT are compiling a register of the rare black poplars, and Great Bealings has one by the river, which MC considers warrants

a Tree Preservation Order(TPO). He will ask for more information, including about the TPO and will report back to the next PC meeting.

SCC have replied to the request that the PC be allowed to plant some trees along the North side of Lodge Road, and stated that there is insufficient verge width. CPB will measure this strip to see whereabouts the stipulated distance of 15ft from the centre of the carriageway comes. If we are not able to plant trees, JCJ has suggested we plant bulbs and this was agreed by all.

7. Planning

(i) DC/18/1828/FUL – Bridge House, Lodge Road – Proposed first floor extension over existing playroom to form additional bedroom and en-suite

The householder described the scheme he proposes and Cllrs inspected the plans.

The PC **RESOLVED** to support this application

(ii) Rosery Farmhouse – SCDC response to PC letter

Cllrs discussed the reply received from SCDC, and it was agreed to submit a formal follow-up response to the Head of Planning, following his meeting last year with CPB and MC, specifically relating to pre-application policy.

(iii) Rosery Farm Cottage – SCDC response to PC letter

The reply received will also be referred to in the letter to the Head of Planning

(iv) Rosery Farm Cottage – use of agricultural building

The Enforcement Officer at SCDC has concluded that there is no evidence of residential use at this building and the case is now closed.

(v) Other Planning Matters – there were no other matters to discuss

8. Highways

(i) Boot Street Bridge – This matter had been discussed at the earlier Annual Parish Meeting and there was nothing further to add

(ii) SAVID – CH said that he has now been able to obtain a SID. He will arrange for it to be erected on the pole already in place on Lodge Road. As no other PC has sorted out anything on insurance, it will remain in GtB

9. Review of Procedures

The various documents have all been circulated, and, with the exception of the Model Standing Orders (SOs), Charles Barrington asked Councillors to let the Clerk know within seven days if there are any comments, otherwise it will be assumed they are approved. DPK said the Risk Assessment will need updating to reflect the new Data Protection Regulations. The SOs have been recently updated by NALC and need careful inspection, and decisions will have to be made on various insertions. DPK will prepare a paper ready for discussion at the next meeting

10. Finance and Admin

- (i) **Data Protection** – DPK had circulated a paper summarising the new regulations (GDPR) which become effective on 25th May 2018. The Government has removed the need for PCs to employ an external Data Protection Officer(DPO). The paper is attached to these minutes. The PC agreed that the Clerk should act in the capacity of DPO and, as there is a significant amount of preparatory work to be done, remuneration should be on an hourly basis in addition to contracted pay. It was agreed to purchase the pack of documents that are available from the DPO of SCDC. The Chairman thanked the Clerk for all her hard work in assessing the options and making such a clear recommendation to the Council.

(ii) Authorisation of cheques

The following cheques were authorised, proposed by CH and seconded by AS:

Chq No	Payee	Description	Amount £
552	Mrs D P Knights (dated 28.05.18)	May salary	159.46
553	HMRC (dated 06.06.18)	May PAYE	39.80
554	Mrs D P Knights (dated 28.06.18)	June salary	156.43
555	HMRC (dated 06.07.18)	June PAYE	39.00
556	Bealings Village Hall Trust	Donation	750.00
557	Fynn-Lark News	Donation	200.00
558	Fynn-Lark News	Postage for Clerk's magazine	tbc
559	Mrs D P Knights	Annual Working from Home Allowance	216.00
560	S.A.L.C.	Annual Subscription	134.98
561	Mrs D P Knights	Office Expenses	42.65
562	SCDC	Data Protection Templates	25.00

(iii)Annual Governance Statement

This was approved and signed, proposed by MC and seconded by CH

(iv) Accounting Statements 2017/18 and Certificate of Exemption

The Accounting Statements for 2017/18 were approved by Councillors. MC proposed that we adopt these and this was seconded by CH. The Accounting Statement and Certificate of Exemption were signed. The accounts had been internally audited and signed by Adrian Melrose (AM) and were now ready for the external auditors PKF. DPK advised that AM was stepping down from his role as internal auditor and the PC now had to find a replacement. Cllrs were asked to think of any suggestions as to a suitable person.

(v) Other Finance and Admin matters

The £500 from CH's enabling budget for the Parish Planters has been received, also the first half of the precept for 2018-19, £2272.50.

It was agreed to purchase a booklet from SALC about opposition letters for planning applications/

11. Correspondence

- (i) Grit Bins on Hasketon Road** – a request had been received by DPK in March for the grit bin at the top of Hasketon Road to be refilled, however SCC had advised that no further refills would be made until the Autumn. A new bin has been requested for the lower end of Hasketon Road. However, there is no funding available for such items and therefore this was rejected.

12. Date of next meeting: 3rd July 2018

The meeting closed at 9.10pm

Signed

Chairman