

MEETING OF ROPSLEY & DISTRICT PARISH COUNCIL

Minutes of the **Ropsley & District Annual Parish Council Meeting and Parish Meeting** held in the Village Hall, Ropsley on Thursday 17 May 2018 at 6.50pm

Cllrs present: Cllr P Buckley – Chair, Cllr N Gosbee, Cllr G Reeve, Cllr Sentence
Cllr J Leslie, Cllr A Marshall and Adrian Illingworth - Clerk

1.0 ELECTION OF CHAIRMAN AND DECLARATION OF ACCEPTANCE OF OFFICE (APCM 18/01)

Clerk asked for nominations. Cllr Sentence proposed Cllr Buckley continue as Chair. This was seconded by Cllr Marshall. Cllr Buckley accepted office for the next twelve months and took his seat

2.0 ELECTION OF VICE-CHAIRMAN AND DECLARATION OF ACCEPTANCE OF OFFICE (APCM 18/02)

Nominations requested by Chair. No Cllr came forward. Clerk explained position should Chairman not be present at meetings

3.0 COUNCILLORS DECLARATIONS OF ACCEPTANCE OF OFFICE (APCM 18/03)

All members agreed to remain as councillors.

4.0 WELCOME REMARKS BY CHAIRMAN

Covered at the Annual Parish Meeting

5.0 APOLOGIES

Refer to Annual Parish Meeting item 2

6.0 DECLARATION OF PERCUNIARY INTEREST & DISPENSATIONS (APCM 18/04)

Cllr Reeve declared an interest in item under Planning regarding the village hall as he is a member of the village hall committee

7.0 SIGNING OF THE MINUTES (APCM 18/05)

The notes dated Thursday 15 March 2018 were agreed to be a true and accurate record. Proposed Cllr Reeve, seconded Cllr Gosbee. All other members in favour. Notes signed and dated by the Chairman.

8.0 HIGHWAYS (APCM 18/06)

8.1 It was noted the potholes outside the village hall had been filled. The Clerk requested potholes should still be notified to Highways.

Cllr Reeve proposed 30mph speed signs be purchased. This was seconded but Cllr Sentence with all members in favour. Funding agreed and Clerk to source.

Manhole cover in Braceby has been repaired

Letter read out by Clerk from a resident on Church Lane concerning parking. Cllr Sentence has already approached the person responsible but with no joy. It was suggested the owner of the house, who the contractor is working for, be approached. Cllr Sentence agreed to do this.

8.2 Cllr Gosbee has now been appointed Countryside Access Volunteer. He is responsible for repairing footpaths, where possible. If unable to repair he contacts Highways

8.3 LCC have withdrawn all put two cuts per year

8.4 The ownership of the village playing field is not known. Dogs are still fouling this area. It was agreed the council could not police this matter efficiently and once again explained it is the owners of the dog who is at fault.

8.5 Barry Buxton has stepped back from doing a lot of the work. Cllr Gosbee now does most of the maintenance. Cllr Gosbee explained the current mower had been repaired twice in the year and asked for approval to purchase a second hand ride on mower at a cost of £500. This was seconded by Cllr Leslie with all other members in favour. After discussion it was agreed to place an article in the village magazine asking for volunteers to help with the maintenance of the cemetery.

It was agreed to send Mr Buxton a letter of thanks. In addition, Cllr Reeve thanks Cllrs Gosbee and Sentence for the work carried out.

A letter had been received from a resident concerning two trees within the cemetery, which need to be cut down. The trees are in a conservation area. The Clerk to contact SKDC to clarify.

The Clerk had received a phone call from a previous resident who was concerned re her plot in the cemetery. The Clerk explained the map of the cemetery showed the plot had been recorded as a double depth. This was incorrect as the resident had a certificate stating the plot she had purchased. Cllr Marshall to contact the resident with a view to meeting a representative of the council to find a plot close to her late husband. The Clerk proposed all monies paid to be refunded. This was seconded by Cllr Reeve and agreed by all members.

The Clerk requested a new plan be adopted. Cllr Sentence to assist.

9.0 PLANNING MATTERS (APCM 18/07)

9.1.1 40 High Street – Two storey side extension

9.1.2 Roman Garage – Change to drawings and other variations

9.1.3 Ropsley Village Hall – Construction of a new hall

No comments made

9.2.1 33 School Lane – Single storey side extension approved

10.0 FINANCE (18/08)

10.1 To note income received

10.1.1 Neighbourhood Plan Grant	1817.00
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10.2 To note payments made following the March meeting. **(17/228)**

10.2.1 Clerk's expenses – Ink Cartridges	24.00
10.2.2 Clerk's Salary – Mar	310.20
10.2.3 Litter Picker – Mar	120.00
10.2.4 HMRC – PAYE	204.00
10.2.5 Newnews Donation	300.00
10.2.6 Autela Payroll	40.80

All payments noted and agreed by Council. Proposed by Cllr Buckley, seconded by Cllr Marshall

10.3 To resolve to approve the following payments.

10.3.1 ICO Annual Subscription	35.00
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All payments approved for payment. Proposed by Cllr Reeve, seconded by Cllr Sentence

10.4 To resolve to approve the end of year accounts

Proposed by the Clerk and seconded by Cllr Buckley. All members approx.

10.5 Annual Return

10.5.1 All Cllrs resolved to accept and approve Section 1. Proposed by Cllr Buckley and seconded by Cllr Reeve. This was signed and dated by the Chairman and Responsible Finance Officer.

10.5.2 All Cllrs resolved to accept and approve Section 2. Proposed by Cllr Buckley and seconded by Cllr Reeve. This was signed and dated by the Chairman and Responsible Finance Officer. **(17/333)**

10.6 No comments made by Internal Auditor

10.7 The annual insurance renewal was discussed. After discussion it was agreed by all members to accept Care and Company's recommendation to renew with Inspire. This to include the Long Term Agreement for Three years. Proposed by the Responsible Finance Officer and seconded by Cllr Buckley. All in favour.

10.8 Cllr Reeve asked if the council could approve a donation for the Scarecrow picnic. Council agreed and Cllr Reeve's Proposal seconded by Cllr Marshall. All in favour to grant £150.00

11.0 BEST KEPT VILLAGE (APCM 18/09)

Application form completed and to be sent to the organisers

12.0 GDPR (APCM 18/10)

Clerk explained impact on Parish Council. Policies to be amended and sent to Cllrs for approval. These then to be adopted.

All residents who supplied email addresses for updates to be sent GDPR Privacy Policy document. Cllr Marshall to arrange

General Security Compliance Sheet handed out to all members. These were completed and returned to the Clerk

13.0 NEIGHBOURHOOD PLAN (APCM 18/11)

Cllr Buckley gave update.

- No planning advisor option has been found. This needs to be resolved so as to continue to next stage. The Clerk to Contact Bob Keith.
- The group have defined the brief for the planner from the draft plan.
- Key priorities to be agreed at the next meeting 4 June.
- All work/invoices to be agreed and presented in advance of work being carried out.
- A brief explanation as to SKDC's views was given

14.0 DEFIB (APCM 18/12)

Cllr Buckley gave an update as Cllr Rowbotham not in attendance. Further monies had been raised from an event at The Green Man. Further fund raising to be held, coffee morning in aid of British Red Cross and the Samaritans. Cllr Reeve advised the meeting a further defib was planned to be located at the new village hall.

15.0 COMMUNICATION (APCM 18/13)

15.1 Harry Winn arrived after the meeting. Designs to be sent to Cllrs for comments

15.2 Copy date for the next Newnews 15 June

15.3 Cllr Marshall informed the meeting hits were 50 per post.

16.0 AIRFIELDS OF BRITAIN CONSERVATION TRUST (APCM 18/14)

The Clerk informed the meeting a plaque had been ordered which is to be placed on the WW1 airfield in Braceby, at no cost to the council

17.0 DATE OF NEXT MEETINGS

19 July, 20 September and November 15

Meeting closed 8.10pm

Signed:
Chair – Cllr Buckley

Date: 19 July 2018