

LOXLEY PARISH COUNCIL

MINUTES OF MEETING HELD AT LOXLEY SCHOOL ON 18 MAY 2015 AT 7:30 PM

PRESENT: G Jones (Chairman), D Sutherland, P Gregory-Hood, K Osborne, P Jennings
M Garcia, P Seccombe

IN ATTENDANCE: R D Armstrong (Clerk)

1. Election of Chairman

G Jones opened the meeting in his capacity as retiring Chairman. The first order of business was to elect a new Chairman and G Jones invited the meeting to propose a candidate for this office.

P Gregory-Hood proposed that G Jones be elected Chairman and M Garcia seconded the proposal. G Jones was elected unanimously and took the chair.

2. Chairmans Declaration Of Acceptance Of Office

G Jones signed the Chairman's Declaration of Acceptance of Office and this was witnessed by the Clerk.

3. Apologies

Apologies were received from I Seccombe.

4. Disclosure Of Interests In Any Item On The Agenda

Councillors were reminded that they are required to disclose an interest in any item on the Agenda.

5. Minutes Of The Last Meeting

The Minutes of the meeting held on 16 March 2015 were read and approved as a correct record.

6. Matters Arising

6.1 Traffic Calming

G Jones reported that I Seccombe had secured a meeting with Carolyn Burrows from the WCC Traffic & Road Safety Group to discuss the traffic calming project. The meeting will take place on 22 May 2015 and the Council will be represented by G Jones and K Osborne.

K Osborne reported that he had heard from G Morris WCC concerning the sign originally located on the triangle which can now be relocated to the village green. It will be necessary for the Council to approve the installation of the sign on the village green and confirm the wording to be used.

K Osborne proposed that the Council give permission to WCC to install the new sign on the village green, using and that it should contain the same wording as before. G Jones seconded the motion and it was approved by 5 votes to 1.

6.2 Blue Lane Parking Area

Monitoring of the parking area continues and all incidents of litter or fly tipping are being noted by K Osborne. The Clerk reported that litter had been collected on the day of the meeting.

6.3 External Speakers

The meeting agreed that G Jones would liaise with the Clerk to invite appropriate speakers to address future meetings of the Council.

6.4 Freedom of Information Policy

The Clerk presented an updated Model Publication Scheme for approval.

K Osborne proposed that the revised scheme be adopted and this was seconded by G Jones. The revised scheme was approved by the Council.

6.5 Emergency Planning Group

D Sutherland and P Gregory-Hood agreed to form an Emergency Planning Group to revise and publish an Emergency Plan. The Clerk will provide a copy of the current plan and a template for new plans.

6.6 Tree Survey

The Clerk reported that Colin Sheasby had been approached to provide a report on the condition of the trees on the village green. He suggested that a tree survey be prepared at a cost of £140 + VAT which would report on the condition of all the trees under the control of the Council. The report would be updated annually for five years at no additional cost.

G Jones proposed that C Sheasby be asked to prepare a tree survey. M Garcia seconded the motion which was approved by 5 votes to 1.

6.7 Annual Parish Meeting

The roles of all members in presenting reports to the Annual Village Meeting were agreed as follows :

School report	P Gregory-Hood
Church report	M Garcia
Playground	P Jennings
Traffic calming	G Jones & K Osborne
Housing & Planning	G Jones
Village Defibrillator	D Sutherland

7. Finance

7.1 Clerk's Report

The Clerk reported that on 1 May 2015, the Parish had reconciled cash funds of £32586.55 held with Lloyds TSB Bank.

7.2 Payments to be Approved

The following payments were approved :

WALC	Annual subscription	120.00
Thomas Fox Landscaping	Grass cutting	219.60
Aon UK	Insurance	377.06
R Wilks	Supply of bark chips	894.48
R Mole	Strimming & cutting of hedges	30.00

7.3 Retrospective confirmation of payments

There were no retrospective payments made since the last meeting.

7.4 Annual Accounts & Annual Return

The Clerk presented the annual accounts for the year ended 31 March 2015. P Gregory-Hood proposed that the annual accounts be approved and this was seconded by K Osborne. The annual accounts were approved by the Council.

The Clerk presented the Annual Return for the year ended 31 March 2015. P Gregory-Hood proposed that the accounting statements be approved and this was seconded by K Osborne. The accounting statements were approved by the Council.

The Clerk presented the Annual Governance Statement for the year ended 31 March 2015. P Gregory-Hood proposed that the Annual Governance Statement be approved and this was seconded by K Osborne. The Governance Statement were approved by the Council.

8. Community Forum

The Community Forum will meet on the following dates and members agreed to attend as indicated :

9 June 2015	G Jones & D Sutherland
15 September 2015	K Osborne & D Sutherland
1 December 2015	P Jennings & P Gregory-Hood
1 March 2016	K Osborne & M Garcia

9. Planning

9.1 Planning Applications

The Clerk reported that no new planning applications had been received and that no changes had taken place to any currently active applications.

9.2 Neighbourhood Development Plan

P Secombe mentioned the progress of the Core Strategy and the implications for Loxley.

G Jones reported that the Neighbourhood Development Plan group will submit a report to the Council following the outcome of the Annual Parish Meeting and a letter distributed to parishioners seeking to maximise awareness and involvement in the development of a plan.

10. Playing Field and Playground

P Jennings proposed that up to £900.00 be spent to replace the bark chips and weed membrane in the playground. The motion was seconded by P Gregory-Hood and approved by 5 votes with one abstention.

P Jennings expressed thanks to those members of the community who had helped with the maintenance of the playground and replacement of the bark chips.

P Jennings reported that a number of quotations for the provision of new items of equipment had been obtained and the quotation provided by HAGS-SMP at a cost of £4259.60 is being recommended.

G Jones enquired whether action had been taken to fully understand the current demographic of the village to ensure that the proposed solution represents both good value for money and is suitable for the needs of the community.

A length discussion ensued which resulted in agreement to canvas all homes in the village to answer key questions such as :

1. The age of children at the address
2. The number of children at the address
3. The frequency with which the children would make use of the playground
4. Do the parishioners at the address agree with the expenditure being proposed

The precise content of the questionnaire will be agreed and circulated to all members.

11. Electronic Summons to Council Meetings

The Clerk reported that The Local Government (Electronic Communications) (England) Order 2015 permits the service of meeting summonses by email where councillors consent to their being transmitted by this method and they may at any time withdraw their consent.

K Osborne proposed that all members consent to receive their summonses by email and this was seconded by M Garcia. The motion was approved by the Council.

12. Correspondence

The Clerk mentioned that several items of email which had been received since the last meeting have been forwarded to members to consider.

A letter has been received from Mr & Mrs Murray who reside at Loxley Farm. The letter makes several comments concerning traffic calming measures and their suitability for the village. G Jones has sent an appropriate response to Mr Murray, who has responded positively to these comments by email.

13. Any Other Business

M Garcia reported that Mr T Blades, who resides at The Corner House, had enquired about the ownership of the hedge outside his property which he currently maintains. The Clerk advised that, should the hedge be found to be sited on public land, it would be necessary for it to be removed.

D Sutherland reported that three quotations had been obtained to purchase a defibrillator. The tenants of The Fox have been approach to solicit their agreement to the installation of the defibrillator on an external wall of the premises. A response has been received from the manager which agrees to the installation, at Council expense, but that The Fox will be happy to pay for the electricity used. The quotations will be presented in full to the next meeting of the Council.

G Jones asked M Garcia to consider whether she had any preference for a portfolio with which she would prefer to be involved.

14. Date of Next Meeting

The next meeting of the Parish Council will take place on Monday 6 July 2015 at 19:30 at Loxley School.

The meeting closed at 22:10.