

The Parish Council Meeting of Fritcham cum Appleton Parish Council

Tuesday 7th January 2020 at 7:45 p.m.

at the Community Centre, Fritcham

Present: Richard Gray Monica Mortensson
John Beasley Ann Beasley
Gill Welham – Clerk

07.01.01 Welcome from chairman

As The Chairman was on holiday in Australia, RG took the chair. He welcomed everyone and thanked them for attending and wishing everyone a Happy New Year.

07.01.02 To receive and consider apologies for absence

Apologies were received from Chairman G Kilham, Mark Dorr & Cllr J Moriarty

07.01.03 To receive declarations of interest

There were no declarations of interest.

07.01.04 To approve and sign minutes of the Parish Council Meeting held on 5th November 2019.

The minutes were approved as a correct record and signed by the Vice Chairman R Gray.

07.01.05 Matters arising from the minutes

05.11.08 The pot holes that had been identified and advised to Highways had now been dealt with.

05.11.10 Highways had confirmed back regarding the bridge on Hillington Road advising the work has been programmed for May 2020 and would entail a road closure.

07.01.06 Public question time

There were no members of the public present.

07.01.07 Reports from the councillors of NCC and BCKL&WN

Cllr Moriarty had sent apologies in advance, he did email to state that he had checked the Borough Council activity since the last meeting and apart from discussions regarding climate change etc there was nothing specifically pertaining to Fritcham and therefore nothing to report.

07.01.08 Councillor Reports

MM advised that she had tried to attend a November SNAP meeting but the venue had changed and she therefore missed the meeting. She did however hope to go to the next meeting scheduled in March.

AB asked if there was a map outlining the boundaries for the parish. RG stated there was a rather large A1 map in the archives. It was agreed that it would be useful to know the exact boundaries and the Clerk was asked to investigate obtaining an electronic version that could be downloaded onto the parish website.

Action: Clerk

RG Planning update re the Webbs Buildings. The PC had reported their concerns regarding access on and off the site from the B1153 and RG advised that Highways had also made similar comment. The change of use from Agriculture to business with more car parking allocated inevitably leading to more vehicles accessing the site brings another dynamic to the planning and was being re-visited .

New information had also been received earlier in the day regarding a change of plans for Nanaimo Cottage for the PC to review and make comment. As the PC have until 28th January to do this, RG offered to seek the views of the local residents and revert back to the Clerk with comments prior to this date. **Action: RG/Clerk**

07.01.09 Income & Expenditure/Financial Report

Cheques for approval at this meeting

533 Clerk's Salary (Gill Welham)	£175.28
534 HMRC (Clerk Tax)	£7.60
535 The Play Inspection Company	£114.00
536 Fritcham Village Hall & Community Centre	£60.00
537 St Mary's Church Donation	£150.00

Total Expenditure	£506.88
Balance in current account	£2,422.10
Balance in business saver account	£363.31
Total balance remaining	£2,785.41

The cheques were approved for payment but only one of the 3 signatories was at the meeting and two signatures are required for each cheque. RGray therefore kept the cheque book and agreed to get the second signature ASAP and then return the cheque book to the clerk so that payments could be made.

It was agreed that a further signatory was required urgently in order to avoid a similar situation in the future. A Beasley offered her services and the clerk was asked to organise a bank mandate in order to start the process. **Action: Clerk**

Financial Matters

The Clerk had circulated prior to the meeting a revised budget for discussion which was accepted as the budget for 2020/21.

The Precept had been agreed at the previous meeting and the Clerk was asked to complete the documentation for the Borough Council requesting a Precept of £3,500 plus the £20 Council Tax Support Grant. **Action: Clerk**

07.01.10 Renovation of Village Sign

R Walden has offered to repair and repaint the village sign which was gratefully accepted by the PC. It was noted that volunteers would be needed to help move it and it was noted that both Edward Cross and John Blyth had the necessary equipment to help with dismantling the sign. **Action: RG/GK** to liaise with R Walden.

07.01.11 Letter from Mr & Mrs Allen

It was unfortunate that 2 long standing members of the PC were not at the meeting when the letter was discussed. It was agreed that in hindsight the discussions highlighted under item 05.11.08 should have been dealt with differently. It was regrettable but could not now be retracted. The parish council policy is that decisions can only be made from an item that appears on the Agenda and on this occasion it was dealt with via Councillors Reports. This policy would be strictly adhered to in the future. The Clerk advised that she had also uploaded the Councillors Code of Conduct onto the parish website. The Clerk was asked to reply to Mr & Mrs Allen accordingly. **Action: Clerk**

07.01.12 Review of Playground Inspection Report

The report had been circulated in advance of the meeting and did not highlight any items of High Risk needing attention. The most common risk appears to be algae on the wooden structures which needs treating. This highlighted the necessity to establish whether AFenn was going to be in a position to continue assisting the PC with playground maintenance and grass cutting in 2020. The Clerk was asked to try and make contact and in the meantime also create an advert for the Newsletter to enquire if anyone within the village would be interested in some paid work carrying out low key playground maintenance as and when needed. **Action: Clerk**

07.01.13 Correspondence

- ~ Letter from Mr & Mrs Allen (see 07.01.11)
- ~ Email re police inspectors meeting
- ~ Email response re pot holes
- ~ Notification of Rangers visit

07.01.14 Business Extra to the Agenda

There were no items to discuss, however the Clerk had received an email earlier in the day advising that a new Highways Area Manager was in place who was offering to meet up to discuss any PC issues that we may

have. The Clerk was asked to establish if we could get a daytime meeting or maybe attendance at a PC meeting. **Action: Clerk**

RG advised that he had collected the SAM sign from Hillington the previous day and it was now in situ within Fritcham for the next 4 weeks.

07.01.15 Date of next meeting: Tuesday 3rd March 2020 at 7:45 pm

**07.01.16 Action to be taken by the next meeting:
Clerk**

- Obtain electronic version of parish boundaries
- Revert back to planning re Nanaimo Cottage
- Obtain bank mandate for additional signatory for Barclays Bank
- Request Precept from Borough
- Reply to Mr & Mrs Allen
- Try and contact A Fenn
- Arrange advert for handyman
- Revert to Rangers re work to be done
- Write to new Manager at Highways

R Gray

- Advise clerk re Nanaimo Cottage
- Liaise with R Walden re Village sign
- Obtain 2nd signature and return cheque book to Clerk

07.01.17 The meeting closed at 9.15 pm.