



Minutes of the Parish Council Meeting held on Tuesday 5th June 2018 in the Community Centre, Stoke Hammond.

Present: Cllrs: G Noble, M, Robinson, D Page, M Berrow, K Johnson, G Lane, Parish Clerk Sue Severn, members of the public and Councillors Janet Blake (BCC), N Blake (AVDC).

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| 1. | <p>Apologies for absence Cllr Hazel Turner.</p> |
| 2. | <p>To receive any declarations of interest in matters on the agenda None.</p> |
| 3 | <p>Public Participation Session Fenny Road development: A member of public living in Fenny Road, mentioned that the archaeological dig has started. A member of the team told her that the developer was changing plans and would be 'putting in as many houses as they could'. She was concerned. They had also stated that the houses would have main road frontage rather than as shown in the outline planning permission and wondered whether the PC could do anything. The Chairman explained that until a consultation was received the PC could not comment. It was also stated that the digging team were starting work very early. The Clerk advised that no condition had been placed on the planning permission regarding this work and Cllr Johnson suggested it could be checked with the planning authority. The Clerk would advise.</p> <p>Mr Dean Jackson reported that from the Lillygate Homes development at end of Lodge Lane there had recently been two major power cuts in the village. He has investigated and has been advised that there is a need to replace cables to the development. UK Power Networks will endeavour to warn villagers by giving notice if this is to happen again. He further mentioned the erection of a large car port in front of a house in Phoebes Orchard. The PC will look into it.</p> <p>It was suggested by Mr Bill Kirk that BCC should work to improve the condition of the drains within the highways at Stoke Hammond. He suggested that the lying water from blocked drains causes potholes to form, and could be avoided by clearing the drains and gullies. Cllr Janet Blake advised that with budget cut what can be done is done. The Local Area Technicians have been given some budget to use in the local areas to carry out work with small budget to start with. Cllr Blake hopes the pilot will continue with 'on the ground' teams seeing and dealing directly with the repairs needed.</p> |

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| | <p>Cllr Neil Blake reported that there was no further news to report from AVDC since Annual Parish Meeting. He suggested that the Scouts could apply for a micro-grant through New Homes Bonus for their tents, and that he would directly support this application.</p> <p>Cllr Janet Blake has nothing further to report from BCC.</p> |
| 3. | <p>Minutes of Annual Parish Council Meeting 1st May 2018 The Minutes were approved as a true record and signed by the Chairman.</p> |
| 4. | <p>Insurance renewal The Council's insurance renewal was agreed as stated, with the benefit of a fresh Long Term Agreement for 3 years, providing 5% premium discount. Proposed by Cllr Johnson, seconded by Cllr Page, agreed unanimously.</p> |
| 5. | <p>New Land Cllr Johnson provided a brief update on the project for the new land at Bragenham Side. SH News had included the survey results, and these were also available on the PC website. The Working Group were having initial site visit with an architect who would work with Cllr Johnson as first point of contact for the Working Group to create a vision plan for the site which would be made available to all. In the meantime Terrain Surveys have been instructed to carry out a topographical survey to accurately measure the ground as well as provide detailed information about the services running across the land, if any.</p> <p>Mr Bill Kirk suggested that all mineral rights were owned by the Duke of Norfolk. This had not come to light in any Searches, and the council's solicitor would be asked to verify this information.</p> |

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| 6a) | <p>To agree the payment run as circulated: The payment run was agreed and signed by two councillors:</p> <table border="1" data-bbox="276 349 1318 1081"> <tr> <td>Mrs S Severn</td> <td>BACS</td> <td>Net salary £336, office provision £50, phone/software/wifi £40, Mileage £23.40</td> <td>£445.80</td> </tr> <tr> <td>G Noble</td> <td>BACS</td> <td>Expenses: May</td> <td>£29.40</td> </tr> <tr> <td>Stoke Hammond Sports Club</td> <td>BACS</td> <td>Contribution for mower maintenance</td> <td>£500.00</td> </tr> <tr> <td>SHCA</td> <td>BACS</td> <td>SH News Q1 production cost net of advertising income</td> <td>£1,046.57</td> </tr> <tr> <td>Came & Company</td> <td>BACS</td> <td>Insurance policy renewal due 18.6.2018</td> <td>£1,243.24</td> </tr> <tr> <td>Burgess office</td> <td>BACS</td> <td>Stationery & office supplies</td> <td>£86.18</td> </tr> <tr> <td>CS Maintenance</td> <td>BACS</td> <td>Grass cutting May Inv. CSM0374</td> <td>£420.00</td> </tr> <tr> <td>Play Safety Ltd</td> <td>BACS</td> <td>Play area & MUGA annual safety inspection</td> <td>£193.20</td> </tr> <tr> <td>Stewkley Enterprise Agency</td> <td>BACS</td> <td>Green Team April £408.83, May £308.04</td> <td>£716.87</td> </tr> <tr> <td>Silent Soldier donations</td> <td>BACS</td> <td>Royal British legion</td> <td>£200.00</td> </tr> <tr> <td>Orchard Consulting</td> <td>BACS</td> <td>Internal audit</td> <td>£70.00</td> </tr> <tr> <td>Mrs A Payne</td> <td>BACS</td> <td>Plants for planters</td> <td>£21.58</td> </tr> <tr> <td></td> <td></td> <td></td> <td>£4,972.84</td> </tr> <tr> <td colspan="3">Direct debit/standing order payments</td> <td></td> </tr> <tr> <td>Sage Accounting</td> <td>DD</td> <td>Payroll software</td> <td>£7.20</td> </tr> <tr> <td>Survey Monkey</td> <td>DD</td> <td>Monthly direct debit survey software & hosting</td> <td>£35.00</td> </tr> <tr> <td>NEST pensions</td> <td>DD</td> <td>PC and Employees' contribution to pension</td> <td>£24.60</td> </tr> <tr> <td>E-on</td> <td>DD</td> <td>Monthly charge electricity</td> <td>£74.72</td> </tr> <tr> <td>HMRC</td> <td>SO</td> <td>Income tax deducted/NI</td> <td>£84.00</td> </tr> <tr> <td></td> <td></td> <td>Total payments</td> <td>£225.52</td> </tr> </table> | Mrs S Severn | BACS | Net salary £336, office provision £50, phone/software/wifi £40, Mileage £23.40 | £445.80 | G Noble | BACS | Expenses: May | £29.40 | Stoke Hammond Sports Club | BACS | Contribution for mower maintenance | £500.00 | SHCA | BACS | SH News Q1 production cost net of advertising income | £1,046.57 | Came & Company | BACS | Insurance policy renewal due 18.6.2018 | £1,243.24 | Burgess office | BACS | Stationery & office supplies | £86.18 | CS Maintenance | BACS | Grass cutting May Inv. CSM0374 | £420.00 | Play Safety Ltd | BACS | Play area & MUGA annual safety inspection | £193.20 | Stewkley Enterprise Agency | BACS | Green Team April £408.83, May £308.04 | £716.87 | Silent Soldier donations | BACS | Royal British legion | £200.00 | Orchard Consulting | BACS | Internal audit | £70.00 | Mrs A Payne | BACS | Plants for planters | £21.58 | | | | £4,972.84 | Direct debit/standing order payments | | | | Sage Accounting | DD | Payroll software | £7.20 | Survey Monkey | DD | Monthly direct debit survey software & hosting | £35.00 | NEST pensions | DD | PC and Employees' contribution to pension | £24.60 | E-on | DD | Monthly charge electricity | £74.72 | HMRC | SO | Income tax deducted/NI | £84.00 | | | Total payments | £225.52 |
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| G Noble | BACS | Expenses: May | £29.40 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Stoke Hammond Sports Club | BACS | Contribution for mower maintenance | £500.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SHCA | BACS | SH News Q1 production cost net of advertising income | £1,046.57 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Came & Company | BACS | Insurance policy renewal due 18.6.2018 | £1,243.24 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Burgess office | BACS | Stationery & office supplies | £86.18 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Play Safety Ltd | BACS | Play area & MUGA annual safety inspection | £193.20 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Stewkley Enterprise Agency | BACS | Green Team April £408.83, May £308.04 | £716.87 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Silent Soldier donations | BACS | Royal British legion | £200.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Orchard Consulting | BACS | Internal audit | £70.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Mrs A Payne | BACS | Plants for planters | £21.58 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | £4,972.84 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Direct debit/standing order payments | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Sage Accounting | DD | Payroll software | £7.20 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Survey Monkey | DD | Monthly direct debit survey software & hosting | £35.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| NEST pensions | DD | PC and Employees' contribution to pension | £24.60 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| E-on | DD | Monthly charge electricity | £74.72 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| HMRC | SO | Income tax deducted/NI | £84.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | Total payments | £225.52 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6b) | <p>To agree and approve the Council's Annual Governance Statement This was agreed and signed by the Chairman and Parish Clerk/RFO.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6c) | <p>To agree and approve the Annual Accounting Statements for the year ended 31.3.2018 These were agreed and signed by Responsible Financial Officer and the Chairman.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6d) | <p>Request from Scouts to grant £600 towards tents The Clerk reported that the group had not provided details of the number of village children who were members of the troop, nor or any other funding available. In the meantime Cllr Neil Blake had suggested they apply to the New Homes Bonus for a mcicro-grant, which he would support. The Parish Clerk would let the Scouts know.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7. | <p>Planning Land at Stoke Hammond Garage 18/01515/APP Land at Stoke Hammond Garage variation to window. The Parish Council has no comment to make.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | <p>18/01761/APP 22 The Green Stoke Hammond Applicant has re-submitted plans for this and PC has no objection to this proposal.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| 8 | <p>Highways Footpaths, footways and lighting</p> <p>Cllr Lane suggested raising tubs on to bricks to raise the beds to make them slightly inclined to show off the flowers. This was agreed.</p> <p>A parishioner raised the water leak towards the zebra crossing. It appears to be a leak from outside Tyrells Manor to pedestrian crossing. This will be reported to Anglian Water by the Clerk.</p> <p>Pavements are becoming dangerous due to debris and grit from construction lorries this will be reported to Highways for cleaning.</p> <p>The footpath opposite speed camera is still sunk and people are still walking round it into the road, this will be reported to Highways.</p> <p>Cllr Robinson said that having resurfaced lines have not yet been reinstated. The Clerk will report to Highways.</p> |
| 9 | <p>Land & Community Association</p> <p>Cllr Page reported that Seniors Afternoon Tea was coming up and people wishing to attend should let her know as soon as possible and advise if they had any dietary requirement.</p> |
| 10 | <p>Best Kept Village Competition</p> <p>Cllr Lane thanked everyone for their efforts and help in clearing bus shelters, signs etc. and thanks villagers for assisting.</p> <p>Planters round Old Pond site to be put in place as soon as possible. Cllr Noble to arrange. Cllr Lane advised that the area around garages to be improved. The Clerk has asked the contractors to do this work urgently.</p> <p>It was noted that the bench in Fenny Road unsightly and rusty and needs to be replaced. Councillors agreed to use the funding for the Competition to replace the seat, although it may take some while. The Clerk would investigate. The bench opposite the shop on The Green is also unstable, and it will be checked.</p> |
| 11 | <p>SH News</p> <p>Cllr Noble thanked Ted Andrews for the cartoon on the front of this month's edition. Parishioners said they very much enjoyed the article about peacocks</p> |
| 12 | <p>Report on meetings attended: None.</p> |

Date of next meeting 3rd July.

There being no further business the Chairman closed the meeting at 8.35pm.