

Hart Parish Council

Minutes of meeting held at 7.00 pm on Monday 8 May 2017 at Hart Village Hall

Present: Cllrs. T. Britcliffe, K. Brown, K. Geddes, F. Lancaster, J. Littlefair (Chair), J. Quarmby.

In Attendance: M. West, Clerk

1. **Apologies:** Ward Cllr. P. Beck

2. **Public Forum:** No members of the public present.

3. **Declarations of Interests:** None made.

4. **Minutes of 10 April 2017:** Accepted as correct and signed.

5. **Matters Arising:** 5(d) **Parish Meeting** – it was confirmed that the date for the Parish Meeting was Wednesday 31st May, and that a notice to this effect would be placed on each Notice Board. It had been suggested by Cllr Park at the previous meeting that the latest information on the ‘Gypsy Site’ fund be made public – the Clerk apologised for not having recorded this in the minutes, however suggesting that this be an item for the Parish Meeting instead. This was **agreed**, and the Chairman offered to contact Mr. Dixon with a view to providing an up-to date account of the finances to the Meeting. **Action:** Chair to contact Mr. Dixon, Clerk to put notice of Parish Meeting on parish notice boards.

9(b) **Car Park resurfacing** – it is understood that the school are planning to hold an event to raise funds for the resurfacing. Cllr. Britcliffe reported that he had spoken with Robin Daniels, HBC Archaeologist, who had suggested that Historic England be consulted about an appropriate surfacing material, but ideally it would be good if the site of the old manorial building over which the carpark had been laid, were to be marked out on the new surface. It was thought a specialist surface may be required. It was **agreed** that the Clerk write to the firm of architects which had been involved in the original planning some years ago, and also check with church records/the PCC what information was available on the original plans for the car park, with a view to inviting the PCC to join the Parish Council in a joint bid to the Heritage Lottery Fund to cover the Chare Wall repairs, the resurfacing of the carpark and the new build extension to the church. **Action:** Clerk to contact Kane Architectural Services and Rev Canon Janet Burbury.

11(ii) **Internal Audit** – had now been completed and the PC given a ‘clean bill of health’.

14(b) **Gentoo site** – not completed as yet, though the Chairman reported on a meeting between himself and the site supervisor, at which he was informed that the adjustment to the radius of the entrance would be undertaken before the asphalt was laid.

6. **Draft Policies:** Drafts of up-to-date Financial Regulations, (compliant with Transparency Regulations), and Depreciation and Expenses Policies were unanimously accepted and adopted with immediate effect.

7. **Parish Plan:** The Clerk presented a draft of a proposed Parish Plan for consideration. Following discussion, it was agreed that all the items should be included although some of the wording was amended. A further two items were suggested and these were agreed. Action: Clerk to amend the Plan as agreed and circulate to All Parish Councillors for final approval before the Parish Meeting.

8. Chairman's Report: The Chair reported that: (a) he had attended the Parish Liaison Meeting on 18 April and had raised the following issues:- black spots between LED street lights; the sloping pavement in Front Street; the need for grass cutting to be undertaken fortnightly by the Borough Council; the increase in Dog Fouling; the need for Speed Indicators and for enforcement of Planning Requirements. HBC Officers agreed to investigate with a view to implementation if possible. The Leader of the Council had requested that times and places of dog fouling occurrences should be reported; Parish Councillors immediately noted a number of locations and times but felt that it was more important to ask dog walkers to act responsibly, and asked the Clerk to do this. Cllr Quarmby noted that the grassed area down towards the Beck was in urgent need of strimming.
Action: Clerk to write piece for Village Life on Dog Fouling and to contact HBC re: strimming.

9. Ward Councillor's Report: No ward Councillors present.

10. Finance Report: (i) The Clerk presented the Transactions Report and Actual against Budget Report. These were **accepted**. (ii) The Clerk then presented the Annual Return, which had now been completed by herself as RFO and the Internal Auditor, and asked if Councillors agreed that the information contained was correct. This was **agreed unanimously** and the Accounts section signed by the Chairman. (iii) The Clerk informed that she had still to receive any statements from the bank, despite a formal letter from the Parish Council, signed by two cheque signatories, having been sent to the Branch.

11. Correspondence: (a) **AON Insurance** re: renewal – noted; (b) **CALC** re: new round of Transparency Fund now open – Clerk to apply; (c) **The Pensions Regulator** re: requirement to register employees – Clerk to enact; (d) **Chairman of Village Hall Committee** re: request for clearing of bank adjoining Village Hall land in Butts Lane – noted that he was correct in as much as the ivy had been removed in 2016, however, the shrubs and trees needed to be pruned back, to give a clear line of sight for drivers. Clerk to respond accordingly; (e) SLCC re Regional Training Seminar 19th July 2017, cost £69 – **agreed** that Clerk should attend.

12. Planning Applications: None received.

13. Matters of Concern to Councillors:

- (a) The surface of the footpath between Tudor Cottage and The Glebe is disintegrating. **Action:** Clerk to report to relevant HBC Officer.
- (b) The drain opposite the entrance to Burns Close has a 6-8" hole beside it, and a second drain in the same area is blocked, probably due to the road collapsing into it. **Action:** Clerk to request relevant HBC Officer investigate all drains in Front Street as a matter of urgency
- (c) Litter issue, particularly glass bottles and cans being left on grassed areas in the village and along the verge of the road between Middle Warren and Hart, where the grass was clearly NOT cleared of rubbish before being mowed by machines. Waste dumping is becoming a major issue and the introduction of fees at the council refuse tip in Burn Road, even for householders, was felt to be a primary cause of the increase. It was **agreed** that a Freedom of Information (Fol) request should be made to identify the cost of fly tipping to the Borough Council as against the revenue brought in from fees from waste disposal at council refuse sites. **Action:** Clerk to make Fol request as agreed.

14. Date of next meeting: 6.45pm Monday 12th June.

Meeting closed at 8.55 pm.