

CASTOR PARISH COUNCIL



Minutes of Castor Parish Council Meeting

Thursday 10th January 2019 in Castor village hall at 7.30pm

92. **PRESENT:** Cllr. William Baxter, Cllr. Steve Davies, Cllr. Jane Greene, Cllr. John Howard; Cllr. Fiona Rowlands and Cllr David Shaw. Officers present: John Haste, clerk; also, in attendance Members of the public. Cllr. Richard Anker and Cllr. Neil Boyce sent apologies because of prior commitments. In the absence of the chairman Cllr. Fiona Rowlands chaired the meeting.
93. **DECLARATIONS OF INTEREST** in items on the agenda – Cllr. Baxter declared an interest in agenda item 5d, planning application in respect of Hill House, Mill Lane.
94. **MINUTES OF PREVIOUS MEETING** – We unanimously agreed to accept the minutes as drafted and they were duly signed by the chairman.
95. **PUBLIC PARTICIPATION**
- A resident addressed the meeting on his proposal to submit a planning application for a self-build bungalow for personal use in order to downsize from his existing plot. An earlier application had attracted parish council objections. He explained that he had revised the plans and had sought to comply with the Neighbourhood plan, the plot is within the village envelope, to be constructed in brick and stone in keeping with neighbouring properties with wheel chair access. He proposed to demolish a building on the site and this would expose a stone wall which he intended to preserve. Parish council listened and thanked him for addressing the meeting, reserving any observations pending receipt of revised plans for consultation.
 - A resident stated that he had comments to make on agenda item 7a, the 2019/20 budget and was allowed to make his observations when that item was to be discussed
96. **PLANNING**
- a) We received and noted the content of a status report on planning applications considered at previous meetings this year. The clerk drew particular attention to the approval of the planning application 18/01871/HHFUL since the previous meeting. We noted the contents of the report
- b) 18/01802/HHFUL – revised plans for 25a Peterborough. We noted the changes included dormer windows and removal of a flat roof. We considered these revisions to be a considerable improvement and now supported the revised planning application.
- c) 18/02005/HHFUL – 5 Thorolds Way – erection of outbuilding in rear garden (Part retrospective), intended for recreational use. We noted that the building was located at the far end of the grounds of 5 Thorolds way adjacent to the fence of a property in Casworth Way. Given the location and the proposed use we are opposed to this application on the grounds that it seriously impacts on the neighbour's amenity and peaceful enjoyment of their property.

At this point Cllr. Baxter left the room and took no part in the discussion of the following item.

- d) 18/02105/HHFUL - Hill House, Mill lane – single storey side extension, single storey rear extension, loft conversion with front and rear dormers and a detached garage. We noted that the property could not be seen from the road and in any case considered the plans to be an improvement on the existing elevations. We supported the planning application

At this point Cllr. Baxter was invited to re-join the meeting and did so

- e) **Local Plan** – We noted that the public examination had concluded and that amendments were being made and these would be the subject of a six-week consultation. We agreed to consider these amendments at the February meeting with a view to commenting in the consultation period.
- f) **Joint Community Action Plan (JCAP)** – John Hodder reported parish Cllrs. of both parishes had been circulated with recommendations and asked parish council to confirm acceptance of the recommendations and indicate how these would be taken forward. We were asked to consider whether it would be appropriate to have a joint meeting of the parish councils. For our part we accepted the current Joint action plan and consider it to be a good programme and one which we look forward to achieving in conjunction with Ailsworth Parish Council. We would consider a proposal for a joint meeting of the parish councils if such a meeting was deemed appropriate but were currently satisfied with the present representation at meetings. We expressed our gratitude to John Hodder for the work on keeping the action plan updated and the parish council informed
- g) **Neighbourhood planning** – we noted that Draft texts to emails and letters regarding potential development sites had been circulated and noted the request to consider sending these to establish that the sites remained feasible to deliver the housing growth expectations. We are minded to consider such action at a later date and for the time being concentrate our efforts on achieving improved access to the Woodlands Site given the advanced stage of approval for development of that site.

97. LAND AND ALLOTMENTS:

- a) **Allotments** The clerk advised us that agreements were in place for all but three allotment plots and that he would be sending out further letters to establish if those plots were still required or were to be passed back to the parish council for letting out to other applicants

98. GOVERNANCE MATTERS:

- a) **2019/20 Budget** The clerk had circulated a draft budget for 2019/20 and 3 subsequent years, together with a budget commentary. Our draft budget shows Gross payments of £57,645, receipts of £5700, giving rise to a net spend of £51,945. Our receipts include forecast City council burial grant of £2, 250 and Recreation ground grant of £280. We anticipate issuing a precept based on a charge of £88 for a band D property, raising an estimated £31,871.84 and requiring the use of £20,073.16 of our reserves in order to balance the budget

We noted that the future years budget would be the subject of further consideration each year and these were not set in stone. The inclusion of the future years did however assist us in forecasting the requirement for future reserves.

A resident commented on the inclusion of a potential grant of up to £20,000 towards the work required at the village hall which had been the subject of discussion at the previous meeting. He also commented on the allocation for devolved budgets in future years and that if these expenditures failed to materialise then parish council reserves would grow to an unacceptable level. We noted those comments and responded that future years budgets and requirements for reserves would be the subject of review each year.

Cllr Baxter moved acceptance of the budget attached to these minutes and this was unanimously agreed

b) **Bank deposit Account** – We noted that our balances with Unity Trust bank were above the level of the protection provided by the FSCS deposit guarantee scheme. We do not anticipate any bank failure in the future but none the less asked the clerk to explore alternative arrangements to protect our financial resources.

99. COMMUNITY MATTERS:

- a) Village Sign – We were advised that Ailsworth Parish Council were awaiting quotes for the installation work necessary to replace the existing sign
- b) Village Hall Grant – The vice chairman advised us that she and the chairman had attended the meeting of Ailsworth Parish council and that the council had expressed a willingness to contribute towards the costs of work alongside Castor pc.

100. OFFICIAL ANNOUNCEMENTS –

- a) The clerk advised us that he had been notified that the village hall would be unavailable for the scheduled meetings in May and December. We asked the clerk to book the Cedar Centre for the dates of our scheduled meetings in those months
- b) We were advised that some work was being carried out at the Woodlands on the recreation facilities.
- c) The clerk was asked to write reference overgrown hedges outside 23 Peterborough Road and Ivy growth restricting the footpath outside Dragon House.
- d) The clerk was also asked to write to Cycle west project regarding the impact on their scheme of the cycleway provided as part of the A47 dualling scheme, also requesting a schedule of funding from other sources including individual parish council grants

101. FUTURE AGENDA ITEM

- a) Trim Trail, Cllr. Howard anticipated having a scheme put together for consideration at our next meeting
- b) Draft Community Engagement Plan, previously circulated by Cllr. Boyce
- c) Possible grant application by a renewed Castor & Ailsworth Football Club

102. The Chairman declared the meeting closed at 8.55pm



Clerk & RFO 15th January 2019

DATE OF NEXT MEETING – 7th February 2019 in Castor Village Hall at 7.30pm.		
APPROVED BY CASTOR PARISH COUNCIL		
Signature of Chairman of approving meeting:		7th February, 2019

	2019/20	2020/21	2021/22	2022/23
	BUDGET	Budget	Budget	Budget
PAYMENTS				
Staff Costs				
Salary	8,200.00	8,300.00	8,400.00	8,400.00
Pension	0.00	-		
Admin Costs				
Clerks expenses	95.00	95.00	100.00	100.00
office expenses & Stationery	400.00	410.00	420.00	420.00
room hire	250.00	255.00	260.00	260.00
Equipment purchases & Software	200.00	200.00	210.00	210.00
ICO Registration	45.00	45.00	50.00	50.00
Website fee	150.00	155.00	170.00	170.00
Audit	350.00	360.00	380.00	380.00
bank Charges	80.00	80.00	80.00	80.00
Recovered costs (See Contra receipts)	0.00	-		
Insurance	420.00	430.00	440.00	440.00
Chair's/members' allowance	100.00	100.00	100.00	100.00
Subscriptions				
CAPALC	280.00	280.00	300.00	300.00
LCPAS	120.00	120.00	140.00	140.00
SLCC	80.00	80.00	90.00	90.00
psma	75.00	80.00	85.00	85.00
Training costs	300.00	320.00	350.00	350.00
Grants	21,000.00	1,000.00	1,000.00	1,000.00
Christmas tree	180.00	190.00	200.00	200.00
speed sign	180.00	200.00	200.00	200.00
Devoiled Services Poo bins / Grit Bins	11,000.00	11,000.00	12,500.00	12,500.00
Allotments	1,100.00	1,150.00	1,200.00	1,200.00
Community Allotment - Grant funded	80.00	100.00	100.00	100.00
Litter Picking Equipment	40.00	50.00	50.00	50.00
Fete equipment - Gazebo & display boards etc	120.00	140.00	140.00	140.00
Computer monitor		-		
signs and engraving (including Standing Stones)	1,200.00	150.00	180.00	200.00
Land Costs				
Property Costs	2,200.00	2,200.00	2,300.00	2,300.00
Landscape Management	1,500.00	1,500.00	1,650.00	1,650.00
Burial grounds	3,000.00	3,000.00	3,000.00	3,000.00
Tree Survey & Works	1,000.00	320.00	320.00	320.00
Neighbourhood planning		100.00	150.00	150.00
Housing strategy / N'hood Plan		-		
Neighbourhood plan - data analysis		-		
Heritage project / standing stones		-		
VAT Reclaimable	1,400.00	1,500.00	1,600.00	1,600.00
Miscellaneous	500.00	500.00	500.00	500.00
Contingency	2,000.00	2,000.00	2,000.00	2,000.00
Total spend	57,645.00	36,410.00	38,665.00	38,685.00
RECEIPTS				
Burial ground grant	2,250.00	2,250.00	2,250.00	2,250.00
Recreation ground	280.00	280.00	280.00	280.00
Allotment Rents	350.00	320.00	330.00	330.00
Land rents	2,500.00	1,200.00	1,500.00	1,500.00
Wayleave	200.00	200.00	200.00	200.00
Interest Deposit Account	120.00	130.00	100.00	100.00
NDP / Locality grant	0.00			
Heritage grant / standing stones	0.00			
Community Allotment Grant				
VAT Reclaimed		1,500.00	1,600.00	1,600.00
Recovered costs (See Contra Payments)				
Total income	5,700.00	5,880.00	6,260.00	6,260.00
NET EXPENDITURE	51,945.00	30,530.00	32,405.00	32,425.00
of which				
Precept (A)	31,871.84	31,871.84	31,873.60	32,120.00
Balance to (+) / from (-) Reserves	-20,073.16	1,341.84	- 531.40	305.00
Net parish product of £1 band D charge (B)	362.18	362.18	362.20	365.00
A divided by B - Parish precept charge at Band D	88.00	88.00	88.00	88.00
Memorandum ONLY				
BALANCES at year end	31st March	31st March	31st March	31st March
Standing Stones				
Tree survey and works (fund)	0.00			
Village Hall fund	0.00			
Youth facilities / contingency				
General reserve	72,654.12	73,995.96	73,464.56	73,159.56
	72,654.12	73,995.96	73,464.56	73,159.56
REPRESENTED BY				
Current account	1,500.00	1,500.00	1,500.00	1,500.00
Deposit account	71,154.12	72,495.96	71,964.56	71,659.56
Pockit Card				
	72,654.12	73,995.96	73,464.56	73,159.56