

CASTOR PARISH COUNCIL



Minutes of Castor Parish Council Meeting

Thursday 3rd October 2019 in The Cedar Centre, Castor at 7.30pm

185. **PRESENT:** Cllr. Richard Anker, Cllr. William- Baxter, Cllr. Neil Boyce (Chairman), Cllr. Steve Davies, Cllr. Jane Greene, Cllr. Fiona Rowlands, Cllr David Shaw and Cllr. Dennis Surgeon
Officers present: John Haste, clerk; also, in attendance Members of the public.
186. **APOLOGIES** – None -all councillors present
187. **DECLARATIONS OF INTEREST** Cllrs. Baxter and Boyce declared an interest in the planning item for Hill House Mill Lane
188. **MINUTES OF PREVIOUS MEETING** – Cllr. Mrs Greene drew our attention to the inaccuracy of the previous minutes in that she had not been present and had sent her apologies. The clerk undertook to amend the minutes and confirmed that the apologies had been relayed to the meeting. We unanimously **RESOLVED** to approve the minutes with that amendment and the chairman duly signed the amended minutes
189. **OPEN FORUM** – There were no matters raised by members of the public present
190. **PLANNING and associated matters**
Status report We noted the current status of Planning applications received in the current year
- a) **19//01281/LBC - MANOR FARM HOUSE 5 MANOR FARM LANE** – Installation of a 11 panel/3.63kw solar PV system to flat roof of modern annex. We have no objection to make to this application.
 - b) The Chairman, having declared an interest, took no part in discussion of the following item and the chair temporarily passed to the vice chairman.
 - c) **19/01293/HHFUL - HILL HOUSE MILL LANE** - First floor side extension over existing loggia to form master ensuite. We have no objection to make to this application
- The chairman resumed control of the meeting
- d) **19/01317/WCPP - WOODLANDS SPLASH LANE** – We were advised that this was an application under s.73 of the Town & Country Planning Act seeking a variation to conditions but noted that the application also sought to amend the description of development approved under planning application 18/01634/R4FUL. We were advised that this is an unacceptable use of S.73 and that ample case law supported that advice. We instructed the clerk to write to the planning authority stating that in our opinion the application must be refused as invalid.

We also had a number of observations which need to be addressed in any resubmitted planning application.

- The current application / consent did not reflect the requirement for a footpath down one side of Splash lane.
 - ALL construction traffic should be required to approach the site from the East AND be required to avoid school start and finish times (8.30-9.00am & 2.45-3.30pm)
 - Bus times are incorrect in the existing travel plan.
 - Cycle parking should be nearer to reception and visible for security – the existing planned location is not suitable
- e) **19/01349/PRIOR - 65 PETERBOROUGH ROAD** - Single storey rear extension, Distance from original rear wall: 4.92m, Maximum height: 3.7m (to eaves: 3.10m - We have no objections to make to this application.
- f) **JOINT COMMUNITY ACTION PLAN (JCAP)** – Nothing to report although this would be a topic for discussion at the joint meeting with Ailsworth Parish Council on 9th October
- g) **NEIGHBOURHOOD PLANNING (NP)** – John Hodder reported that there was an omission of text from section 7.4 of the Ailsworth NP under housing growth and that this would be corrected when the 5-year review is undertaken

191. **LAND & ALLOTMENTS:**

- a. **PRESCHOOL PLAY GARDEN AND HUT** – The playgroup have indicated that they will be clearing the site during this next weekend. We agreed to allocate a raised bed in the community allotment to the group for the use by the children.
- b. **SPLASH LANE FENCING** - The contractor anticipated that they would undertake this work on Tuesday of next week.
- c. **STANDING STONES** – We noted the current damage to the fence and the recurring issue with Litter and authorised an early robust repair to the fence with mesh insert and, installation of a gate and approved up to a maximum cost of £1000. We also agreed to ask for the existing litter bin to be relocated to a position by the steps to the site.
- d. **TREE ON THE VILLAGE GREEN** – We noted that a resident had offered to plant a tree as replacement for a felled Willow tree and that the indicated site was highways land not the village green. We asked the clerk to seek permission from highways for this tree planting.

192. **GOVERNANCE MATTERS**

FINANCE -

- a) **Receipts and Payments.** - We Received a report on the receipts (£) and payments (£) for the year to 26th September and a bank reconciliation at the same date, including an analysis of earmarked and general reserves.

- b) **Banking arrangements.** We had previously noted that our bank balances exceeded the limit of the Financial Services Compensation Scheme (FSCS) guarantee and had asked the clerk to investigate alternative deposit accounts. We received a report on the Public Sector Deposit Fund (PSDF), specifically set up for the sector and widely used by parish councils. The fund is however not covered by the FSCS guarantee. We also received information on the Metro Bank Business Account Which offered similar interest, or higher, than the PSDF (depending on withdrawal notice of 35, 60 Or 90 days) and noted that this account is covered by the FSCS guarantee,

We **RESOLVED** to open a Business account at Metro Bank with the clerk, Councillor Richard Anker and Councillor Steve Davies as signatories. A minimum of the clerk and one signatory to authorise withdrawal of funds.

Proposed Councillor Neil Boyce Seconded Councillor William Baxter.

We envisage that withdrawal of funds will be limited to the transfer of funds to our current account at The Unity Trust Bank

- c) **Policy Review** - We received a report from Councillor Steve Davies on the progress to producing revised policy documents for approval by the parish council. We agreed to subject a draft policy document to a detailed review at each meeting and requested that a draft Privacy Statement be included on the agenda of our next meeting
193. **HIGHWAYS – VILLAGE GREEN COBBLESTONE KERB** – We noted that these were again dislodged and this was a recurring problem - We asked the clerk to seek to arrange a meeting on site with a highways engineer to see if a solution could be found, failing which we would reluctantly suggest that the cobble kerb be replaced with standard kerbstones
194. **COMMUNITY MATTERS –**
- a) **Play equipment** - Councillor Fiona Rowlands reported that some equipment had already been taken out by the contractor and that some had even been removed from the site. The chairman informed us that he had removed and refurbished the Picnic Bench from the site and would arrange to reinstate the bench once all the play equipment had been installed
- b) **Community Allotment** – Pond had been delivered and would be installed after fencing had been erected for safety.
- c) **Wildlife Pond Fence** - A1 Fencing had provided a quote for the fence with one gate and an alternative quote for two gates. We agreed to accept the quote for one gate and to ask Ian Sheldon to quote for arranging a water supply to a standpipe adjacent to that gate
- d) **VE Day 75th Anniversary celebration** – Councillor Jane Green reported that the organising committee had met and allocated tasks. Whilst the committee were grateful for the £1500 underwriting guarantee, they asked if that could be converted to a grant. Mindful that the committee would set up its own bank account and would need to pay deposits before receiving any income we agreed to that request on the premise that Ailsworth Parish Council would do likewise.

- e) **Old Village Sign** - we agreed that this should be on the agenda for the forthcoming Joint meeting with Ailsworth Parish Council and our suggestion would be that it be disposed of by auction with proceeds being donated to CASPRA.

195. **OFFICIAL ANNOUNCEMENTS:**

- Cricket club had supplied the required risk assessments and proof of insurance to enable the annual fireworks display to take place on Friday 1st November at the cricket ground.
- Cllrs Richard Anker and Neil Boyce would attend the Village Hall AGM.
- Cllrs. Fiona Rowlands and David Shaw would meet with Nene Park Trust on Tuesday next for a general catch up.

196. **FUTURE AGENDA ITEMS –**

- Tree report From N J Pacey
- Privacy statement

197. **EXCLUSION OF PRESS AND PUBLIC –** We RESOLVED that in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, AND by reason of the confidential nature of the business, the press and public be excluded from the remainder of the meeting.

Proposed Cllr. David Shaw Seconded Cllr. Neil Boyce

198. **CLERKS SALARY –** We noted the National Salary award negotiated with the National Association of Local Councils (NALC) from 1st April 2019 and **RESOLVED** to revise the clerk's salary in accordance with that pay award, to revised Spinal column point 24 on the national Salary scales, backdated to 1st April.

Proposed Cllr. Fiona Rowlands Seconded Cllr. Dennis Surgeon

The Chairman declared the meeting closed at 9.03pm



Clerk & RFO 15th October, 2019

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