

# Allington Parish Council

Minutes of Parish Council Meeting held in the Village Hall  
Wednesday 8 May 2019

Present: Councillor Plummer Councillor Sharp  
Councillor Reynolds Councillor Jackson  
Sharon Milne (clerk) Janet Morton (clerk)

Councillor Mould –co-opted

Apologies Councillor Goodall-co-opted  
Councillor Marsh  
District Councillor Mark Whittington

Guests District Councillor Hannah Westropp  
District Councillor Pam Bosworth  
8 Parishioners

## **Opening of Meeting and Election of Chairman and Vice Chairman**

- 1.
- 1.1 Cllr Plummer received nominations to be the Chairman, unanimously elected.
- 1.2 Cllr Sharp was nominated to continue as vice chairman, unanimously agreed.

## **2. Meeting closed to allow members of the public to raise issues.**

- 2.1 Several parishioners commented on issues and concerns.
- 2.2
  - a) A parishioner wanted to know who held Archive Material of the village.
  - b) Concerns raised over some of the roads within the village.
  - c) Usage of footpath/jitty by cyclists.
  - d) Post Office viability.
  - e) A parishioner commented on the Village Plan.

## **3. Chairman's Remarks**

- 3.1 The Chairman welcomed all the Councillors to the meeting and thanked them for electing him as Chairman.

## **4. Apologies for absence inc acceptance reasons**

- 4.1 Cllr Marsh – a newly elected Councillor was on holiday.

## **5. Signing of Declarations of Acceptance for Councillors**

- 5.1 Acceptance forms signed by attending Councillors. Disclosure of Pecuniary Interest forms were also handed to Councillors to complete.

## **6. Declarations of Interest by Councillors**

6.1 There were no declarations of interest.

7. **Co-Option**

7.1 Two parishioners had previously made it aware that they were interested in joining the Council. Matt Goodall sent his representation as unable to attend due to work commitments. Mike Mould gave the Council a short presentation. Following a show of hands both candidates were co-opted unanimously onto the Parish Council.

8. **Dates of Parish Council meeting for the ensuing year**

8.1 Wednesday 8 May 2019  
Wednesday 10 July 2019  
Wednesday 11 September 2019  
Wednesday 13 November 2019  
Wednesday 8 January 2020  
Wednesday 11 March 2020

The date for the next Annual Parish Meeting is Wednesday 8 April 2020

9. **Minutes of the meeting held on 13 March 2019**

9.1 The minutes of meetings were confirmed as a true record and signed by the Chairman of the meeting.

10 **Correspondence received since the meeting held on 13 March 2019**

10.1 The clerk reported on some of the correspondence received and sent.

- a) Best Kept Village - Entered
- b) Salvation Army – Clothing Recycling Bank – further information being sought.
- c) SKDC elections
- d) AGRA – defibrillator
- e) Enquiry re-entrance/exit to Manor Paddock. Mirror requested due to a near miss accident.
- f) SKDC Lighting Policy Update
- g) Village Cross parishioner update enquiry

11 **Representations made to the Parish Council since the agenda has been set**

11.1 There were no representations made to the Council after the agenda had been set.

12. **Objectives for 2019**

12.1 Continue with 2018 objectives until updated. Councillors were asked to consider this for discussion at the July meeting. **(Action point; all Cllrs)**

13. **Archive Material**

13.1 It was suggested that some archive material including a video that was made may have gone astray. However, a villager present stated that she believes it is stored with other village archive material.

14. **Telephone box update**

14.1 The clerk reported further contributions had been received in the Parish Council bank account for the Red Phone Box Fund. This sum will be ringfenced. Action by Cllr Jackson that Cllr March to be encouraged to take this on. **(Action Point GJ)**

15. **Personnel Advisory Group, inc. Clerk's contract**

15.1 Employment Contract now completed and signed off. Cllr Reynolds & Cllr Sharp would be the councillors on the HR Advisory Group.

16 **Village Cross**

16.1 £18,000 initial repair cost however this was 5 yrs ago, English Heritage approached various other avenues checked but funding lacking. Market Cross is not a War Memorial therefore it is difficult to get funding. A parishioner has asked if a precept could be added or money raising could be done. The Council would discuss this again at a future meeting.

17 **Community Shelter refurbishment update**

17.1 Ongoing – Alan Bosworth in touch a villager who is going to do the work. The Council confirmed that it is happy for Alan Bosworth and Peter Fox to carry on with the village maintenance.

18 **Social Media Policy**

18.1 Decision to carry on with existing policy. New Councillors will receive a copy and it will be published on the Parish Council's website.

19 **LCC Website Maintenance**

19.1 Alan Bosworth currently maintaining this website. He will handover to Cllr Plummer and Cllr Mould soon.

20. **Former First Responders Group**

20.1 The clerk reported that the funds held in the LIVES ringfenced account have been formally handed over to the Parish Council as the First Responder group had disbanded. Other than a contribution each November to the Village Hall to contribute to the electricity the defibrillator uses, the ringfenced funds can now be used for similar health related provision, as agreed by the Parish Council. Alan Bosworth and Peter Fox offered to carry out regular checks on the defibrillator as part of the Village Maintenance. Letter of thanks to be sent Sharon Andrews for all her previous work on this. **(Action Point JP)**

21. **Allington Garden Residents Association**

21.1 Parishioners asked if they could dress the Salt Well on 22<sup>nd</sup> June for an AGRA event. The Council gave permission for this.

22.2 **Village Post Office**

22. A villager reported that the village post office provision was currently loss making and likely to close. Cllr Reynolds to look further into this. Legislation also needs to be checked to validate any possible Parish Council contribution. Cllr Reynolds will report back to the council on this matter. **(Action Point SR)**

22.2 **Highway matters**

22.3 Speed Indicator Device – It was agreed by the Council that Alan Bosworth and Peter Fox would continue to monitor, charge and move the device around the village. Data from the device will be shared with the Parish Council and Allington News. Thanks to the Alan

Bosworth and Peter Fox for agreeing to do this.

22.4 A villager has requested for a mirror to be placed at the exit of Manor Paddocks due to a near miss. Further research required. The clerk will contact LCC Highways for advice.  
**(Action point; clerk)**

## 22.5 **Playing Field matters**

22.6. Update on new building – Cllr Jackson stated that tender information has gone out. Responses to be opened on 7 June 2019. It is hoped that the building will be completed by end of September 2019.

23. Replacement of trees in the gaps in the community wood – Looking at purchasing larger trees for spaces **(Action Point GJ)**

23.1 Playing Field play equipment, railings, gates and window grill are very kindly being repainted by a villager.

23.2 MUGA damage – A quote has been received for new panels. It has been repaired to a safe standard for now and looking at cheaper options of replacement panels.

24.1 Football charges update – Needs updating to local average **(Action Point SR)**

## 25 **Planning matters**

25.1 Applications received and determined since the last Parish Council meeting on 13 March 2019:

1) Approval – 8 Larch Way, Single Storey extension

2) Application & Approval - 88 Rowan Way, Erection Concrete Garage, demolish shed & greenhouse

3) Application & Approval – Vine Cottage, The Green. Fell 7 Lawsons Cypress Trees

4) Application & Approval – Lilac Rose Cottage, Bottom St. Top and Prune trees

25.2 Cllr Marsh and Cllr Goodall co-opted onto the Planning Advisory Group

## 26 **Financial matters**

26.1 The clerk report on income and expenditure since the last meeting on 13 March.

### 26.2 **Income total - £20.76**

- Red phone box donations - £10.00
- Precept - £18000
- Bank interest - £10.76

### 26.3 **Outgoings total - £2877.68**

- LALC subs - £256.03
- ICO admin expenses – £35.00
- Unipart Dorman Battery Pack - £203.04
- P E Hempstead – £312.00  
(LG(MP)A 1976 s19)
- Opus Energy - £24.53  
(LG(MP)A 1976 s19)

Nigel Tyers (Contractor) Muga repair - £60.00

Plus Clerk and Caretakers' salaries.  
(LGA 1972 s 112)

- 26.4 Councilor's unanimously approved the payments retrospectively.
- 26.5 The Annual Governance Statements were considered by Parish Councillors. Each statement was agreed unanimously by Parish Councillors. Section 1 Accounting statements were approved and signed by the Chairman.
- 26.6 The Statement of Accounts to the Council for the year 2018/19 was presented. The Parish Councillors considered and agreed the financial accounts.
- 26.6 Parish Councillors further authorised the clerk to pay by BACS, and record in the accounts her and the village caretakers' salaries throughout the year as necessary. Authority to continue to pay other bills by BACS and the electricity bill for the Playing Field by direct debit was also agreed.
- 26.7 The bank mandate was reviewed. The authorised signatories will remain as Cllrs Plummer and Reynolds and the clerk.
- 26.8 The Parish Council's internal auditor has resigned from her position. A new internal auditor needs to be found for next year. Many thanks to Jan Fox for the work she has done over the past 8 years.

**27 Any other business for future meetings**

- 27.1 The following would be on the agenda at the next Parish Council meeting:

- Objectives
- Phone Box
- Village Cross
- Post Office
- Email system

**28 Date of next meeting**

- 28.1 The next Parish Council meeting will be on Wednesday 3 July 2019

Signed: ----- (Chairman). Date: -----