

GLINTON PARISH COUNCIL

ANNUAL PARISH COUNCIL MEETING

held on Tuesday 16th May 2017
at the Village Hall, High St.

Present: Councillors; JFW Holdich (Chairman), RW Johnson, D Batty, Mrs C Bysse, G Kirt, D Lane, RW Randall, P D Skinner, ETE Spendelow, D Wragg, Mr JV Haste (Clerk). Also present 12 members of the public were recorded as in attendance.

MINUTES OF MEETING

Action

1 **TO ELECT A CHAIRMAN FOR THE PARISH COUNCIL** There being no other nominations, and Cllr Holdich expressing his willingness to continue in office for a further year, he was duly elected to be Chairman for the coming year.
Proposer Cllr Spendelow, Seconder Cllr. Johnson

2 **TO RECEIVE THE CHAIRMAN'S DECLARATION OF OFFICE** – Cllr. Holdich signed declaration of office in the presence of the clerk as proper officer of the council.

3. **TO ELECT A VICE CHAIRMAN FOR THE PARISH COUNCIL-** There being no other nominations and Cllr Johnson expressing his willingness to continue in office for a further year, he was duly elected to be Vice Chairman for the coming year.
Proposer Cllr Batty Seconder Cllr Lane

4 **APOLOGIES FOR ABSENCE** — None – all present

5 **MEMBERS DECLARATIONS OF INTEREST** – None

6 **PUBLIC PARTICIPATION** – none

7 **TO SIGN AND APPROVE THE MINUTES OF MEETING DATED 18th April 2017.**
RESOLVED to accept the minutes as an accurate record.
Proposed Cllr. Johnson Seconder Cllr. Wragg
The minutes were duly signed by the Chairman

8 **MATTERS ARISING FROM PREVIOUS MINUTES –**

- a. Councillor Kirt commented that the WW1 commemorative Bench looked good and it was pleasing to see in use.
- b. Councillor Johnson commented that an unknown resident was seen clearing up the village pump. Parish council wished to express their gratitude if the person could be identified.

Clerk to write to thank the person if he could be identified

9 **RECEIPT OF NOMINATIONS AND ELECTION OF MEMBERS TO WORKING GROUPS –**

The following members were elected:

Planning Working Group – Cllr Johnson (Chairman), Cllr Batty, Cllr Kirt, Cllr Lane, Cllr Spendelow & Cllr Wragg.

Finance Working Group – Cllr Holdich (Chairman), Cllr Lane, Cllr Randall, Cllr Skinner & Cllr Spendelow.

Human Resources Working Group – Cllr Lane (Chairman), Cllr Mrs Bysse, Cllr.Kirt, & Cllr Skinner.

Task & Finish group on Asset Transfer – Cllr Batty, Cllr.Lane, the Clerk and the Chairman of Glinton Community Association

RESOLVED to approve, en-bloc, the appointments to the above working groups.
Proposed Cllr. Johnson Seconder Cllr. Kirt

10 **REVIEW OF REPRESENTATION ON, OR WORK WITH EXTERNAL BODIES AND ARRANGEMENTS FOR REPORTING BACK** - The following members were appointed

- a. AMVC Liaison Committee – Cllrs D Batty, R Randall, E Spendelow
- b. CAPALC – Cllr. D Batty.
- c. City Council Parish Liaison Committee – Cllrs. D Batty & R Randall.(Clerk also attends)
- d. Police Consultative Group – appears to no longer meet at a local level - no representation. Clerk to ascertain current method of consultation.
- e. Clare Lodge Committee – Cllrs. C Bysse & R Randall.
- f. Northern Footpath Forum – Cllr. Wragg.
- g. Glinton Youth Club – Cllr. Batty (on hold if resurrected).
- h. Neighbourhood Planning Group – Cllrs. Bond, Bysse, Johnson, Kirt, Randall & Wragg

RESOLVED to approve the above appointments

Proposed Cllr.Holdich Seconder Cllr.Wragg

Clerk to investigate police consultations

and

write to Clare lodge to ensure that representatives received invitations

11 **RE-ADOPTION OF APPROPRIATE STANDING ORDERS AND FINANCIAL REGULATIONS** – On review it was noted that the Financial regulations had been amended in the previous year to take account of the change to Unity Trust Bank and the online banking arrangements. The standing orders were based on the model scheme and had been amended to suit our governance arrangements and remained appropriate.

RESOLVED to adopt both the existing Standing Orders and Financial regulations without further amendment

Proposed Cllr. Kirt Seconded Cllr. Randall

12. **INTERNAL AUDIT –**

a. We noted that the Internal Auditor had approved and certified our annual return and Statement of Accounts and that there were no issues that he wished to bring to the attention of the parish council.

RESOLVED to note the internal audit report

Proposed Cllr. Kirt Seconded Cllr. Johnson

b. Internal Audit Fee.

RESOLVED to approve the payment of the Internal Audit fee of £135.

Proposed Cllr. Kirt Seconded Cllr. Skinner

c. 2017/18 Audit of Financial Accounts.

RESOLVED to re-appoint Mr Russell Wright as our internal auditor for the current financial year

Clerk to write to Mr Russell

Proposed Cllr. Lane Seconded Cllr. Byshe

13 **EXTERNAL AUDIT** We noted that the annual return had been submitted to PKF Littlejohn and that our RFO had set the dates for the period of the exercise of public rights of inspection. The dates being from 5th June to 14th July 2016 and that the notices would be placed on notice boards before 5th June

Clerk to put up notices

14 **PLANNING**

a. Councillor Johnson referred to an update on the current position on the Planning applications still under consideration at the time of the previous meeting. This had been circulated along with the agenda and papers for this meeting.

b. 17/00629/HHFUL – 11 Pembroke Grove - Single Storey rear extension – application had been considered by planning committee earlier on the day of this meeting. Observations of members of the planning working group had been conveyed to that meeting. Parish council noted that the application had been approved subject to any objections by the parish council. Parish council confirmed that there were no objections.

Clerk to notify planning

Councillor Holdich declared an interest in the following item, vacated the chair and took no part in the discussion that followed.

c. 17/00273/FUL & 17/00274/LBC - Bluebell PH – construction of Pergola, works to trees, erection of 3 shed structures, 5 square arches, timber posts with festoon lighting, addition of fixed seating, steps & a disappearing path.

Parish Council were unanimously opposed to this application.

- The Bluebell PH is a grade 11 listed building in the heart of a rural conservation area. Whilst the planned works are in the rear of the property they are intended for very public use.
- The pergola and shed structures are not in keeping with the grade 11 listed building or surrounding buildings in the conservation area.
- The planned materials are not in compliance with the planning policies in the supplementary planning document relation to conservation areas in specified villages, of which Ginton is one.
- The festoon lighting and seating together with the Pergola and shed structures are intended to generate a use which would be detrimental to the amenity of residents in adjoining properties.
- In Particular, parish council were concerned about the potential for noise, smoke and light pollution, exacerbated by alcohol related use of these structures.
- This particularly true of the shed structures which are right up to the boundary of the nearest neighbour.

Clerk to notify planning

Councillor Holdich returned to chair the meeting and stated that he had at no time discussed this with any other member of the parish council. He asked that this also be recorded in the minutes.

SUBJECT TO APPROVAL

- d. 17/00776/CTR – 14 Rectory Lane – Extensive tree work – Parish council noted that the application inferred inclusion of work to trees on neighbouring property. Members had no objections subject to no objections from those neighbours. Clerk to notify planning
- e. 17/0806/CTR – 12 Lincoln Road – Ash cutback up to 3m& Tilia raise crowns to both to circa 5m removing reactive growth - Parish council noted that this application also inferred inclusion of work to trees on neighbouring property. Members had no objections subject to no objections from those neighbours Clerk to notify planning
- f. 17/00767/HHFUL – 33 Helpston Road – First floor extension to rear. Parish council noted the proximity to neighbouring property. Members were conscious that similar extension had been built in the vicinity and had no objections to this application subject to any legitimate concerns from neighbours. Clerk to notify planning
- g. Peterborough city council draft local plan – publication of key issues from round 2 consultation. The outcome from round one was that the draft local plan included no development in Glinton. Members were therefore concerned to see that the “key issues” arising from the second round of consultation included several requests for some development sites in the village to be included in the final draft to be published in the autumn. Members were of the view that consideration of these second round observations warranted an additional parish council meeting with those observations as the single item of business to be considered. The clerk was asked to obtain dates when the village hall might be available for the purpose. Clerk to circulate dates & arrange

15 **LAWN CEMETERY MEMORIAL HEADSTONE.** JG Cross, monumental mason submitted the design and proposed wording of a memorial headstone for the grave of Pamela Mary Geddes Plot 32 bay 2 extension. The design was considered to be in keeping with others in the cemetery and complied with our rules. Clerk to inform the applicant
RESOLVED to approve the application for this headstone

Proposed Cllr. Spendelow Seconded Cllr. Johnson

16 **CPRE MEMBERSHIP** – to consider renewal of the membership subscription.
RESOLVED to renew our membership for a further year at a subscription of £36.
Proposed Cllr. Johnson Seconded Cllr Kirt

17 **RURAL CRIME REPORT FOR APRIL** - noted
18 **HIGHWAYS**

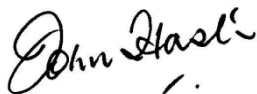
- 1. Cllr. Johnson asked when the yellow lines would be reinstated on the Green and was informed this should be in next two weeks subject to weather conditions
- 2. Cllr Randall noted parking on grass verges in North Fen Road
- 3. Cllr. Lane referred to at least one drain cover being covered in Tarmac
- 4. Parking on the green area off Oak road was an issue to be referred to PCC

Clerk to inform Highways

19 **SETTING DATE TIME AND PLACE OF MEETINGS FOR THE YEAR AHEAD** Future dates were agreed as:
2017 - , 18th July,(15th August if required), 19th Sept, 17th Oct, 21st Nov, 19th Dec
2018 - 16th Jan, 20th Feb, 20th Mar, 17th Apr, 15th May (Annual Parish council)

20 **DATE OF NEXT MEETING** - Tuesday 20th June 2017

Meeting closed at 8.35 pm.



Original signed

Mr J Haste
Clerk/Proper Officer
01733 252833
email: clerk@glintonparishcouncil.org.uk

19th May, 2017

Chairman
Dated:

Distribution:

Minute Book, All Councillors, Notice Boards, Cllr P Hiller (Ward Cllr) & PCC Parish Liaison Officer

All minutes are available to view at www.glintonparishcouncil.org