

## CAUNTON PARISH COUNCIL

### **Minutes of the Parish Council Meeting held on Wednesday 9 November 2016 in Dean Hole School commencing 7.30 pm**

**Present:** Councillors:

B. Robins (Chair)  
A. Baugh  
C. Jagger  
S. Routledge  
C. Harvey  
S. Michael

**In attendance:**

C. Millward (Clerk)  
Councillor Saddington (until 8.00 pm)  
Councillor Laughton (until 8.00 pm)  
Members of the public (3)

	<b>DISCUSSION AND DECISIONS</b>	<b>ACTION</b>
<b>CPC/169/16</b>	<b>Apologies for absence:</b> There were no absences.	
<b>CPC/170/16</b>	<p><b>Declarations of interest:</b> Councillor Michael declared a disclosable pecuniary interest as landowner with regard to items 11b (Accounts for payment) and 12b (Playing field lease – Registration and associated matters). No declaration required in relation to item 18a (Correspondence), the reference to affordable housing having been included by the clerk in error.</p> <p>There were no other declarations of interest, direct or indirect, in any items of business on the agenda.</p>	
<b>CPC/171/16</b>	<b>Dispensations:</b> None required.	
<b>CPC/172/16</b>	<p><b>10 Minutes public speaking:</b> Councillors noted a report that an individual purporting to be an NSDC officer had arrived unannounced at a local farm to carry out a site inspection looking for and at stored caravans. The individual appeared to be carrying an NSDC ID card and was permitted by a member of the farmer's family to carry out an inspection during which she took details of the number plates of any caravans at the premises. The family member did not obtain the individual's name.</p> <p>Concern was expressed that the circumstances of the inspection were unusual, in that it was without any prior notice and the individual was recording specific caravan details. The clerk will seek confirmation from NSDC that the visit was genuine and details of NSDC's inspection procedures to enable the chair to inform landowners in the parish of the NSDC process and reduce the scope for any future anxiety.</p> <p>It was also reported that the molecatcher had been effective.</p>	<b>Clerk</b>
<b>CPC/173/16</b>	<b>Minutes of the previous meeting:</b> The minutes of the meeting held on 12 October 2016 were agreed as a true record and signed by the chair.	
<b>CPC/174/16</b>	<b>Matters arising:</b> <i>CPC/165/16 – Correspondence-</i> NALC AGM – 16 November 2016 – The chair is no longer able to attend. Councillor Routledge is attending on behalf of BKVC.	

	There were no other matters arising.	
<b>CPC/175/16</b>	<p><b>Reports from district and county councillors:</b> Councillor Saddington had no NSDC matters to report.</p> <p>Councillor Laughton reported that the A616 50 mph speed limit petition would be presented to full Council. The clerk will thank the resident who had collected the 312 signatures. He advised the clerk formally to report to NCC that there had been another accident at the crossroads which had been attended by the emergency services.</p> <p>Councillors Saddington and Laughton left the meeting at 8.00 pm.</p>	<b>Clerk Clerk</b>
<b>CPC/176/16</b>	<b>Reports from Councillors:</b> No reports.	
<b>CPC/177/16</b>	<b>2017 meeting dates:</b> Approved.	
<b>CPC/178/16</b>	<p><b>Casual vacancy- expressions of interest and process:</b> Councillors formally noted that no election was required. They discussed the procedure for an appointment to the vacancy going forward. It was <b>agreed</b> that:</p> <ol style="list-style-type: none"> <li>Written expressions of interest, including the applicant's full name and home address, should be emailed to the clerk should be sought using the "Contact us" link on the website.</li> <li>Interviews will take place in mid to late January 2017 with the appointment to be made at the meeting on 8 February 2017.</li> <li>The deadline for expressions of interest to be 31 December 2016. Any expression of interest received after that date will not be considered.</li> </ol> <p>The clerk will update the website accordingly and the chair will publicise the vacancy and appointment procedure in the parish magazine.</p>	<b>Clerk/ Chair</b>
<b>CPC/179/16</b>	<p><b>Financial Matters:</b></p> <ol style="list-style-type: none"> <li><b>Financial position as at 31 October 2016:</b> Councillors considered and noted the clerk's report showing the precise financial position at 31 October 2016 (incorporating the 2016-17 budget figures). They noted that, for cash flow reasons, the clerk had deferred placing an order for the defibrillator cabinet pending receipt of the WREN grant which was expected imminently.</li> <li><b>Accounts for payment:</b> The council unanimously <b>approved</b> seven payments totalling £1359.48 including retrospective approval of 007 (playing field rent) which had been overlooked at the 9 October 2106 meeting.</li> <li><b>Wine walk surplus - spending decisions:</b> Deferred to January 2017 meeting.</li> <li><b>CIL levy – spending decision:</b> Deferred to January 2017 meeting.</li> <li><b>Appointment of internal auditor:</b> The chair will seek expressions of interest in the parish magazine and the clerk via the website.</li> <li><b>Review system of internal control:</b> Councillors discussed the operation of the system of internal control and <b>agreed</b> that it was adequate for the size and needs of the council and continued to operate effectively, subject to the appointment of an internal auditor which was in hand.</li> <li><b>Consider need for interim internal audit:</b> The clerk advised councillors as to the on-going nature of the internal audit process. Councillors considered their financial affairs for the financial year</li> </ol>	<b>Chair/ Clerk</b>

	to date. They <b>decided</b> that, given the thorough nature of the internal audits carried out by Mr Butler, an interim internal audit would be disproportionate and was not justified.	
<b>CPC/180/16</b>	<p><b>Playground</b></p> <p><b>a. Monthly property managers' inspection report:</b> Councillor Baugh confirmed that the monthly inspection had taken place. There were no issues since the last report. The site is looking very neat with the mole problem having been effectively treated, at least for the time being. The additional dog bin at the bottom of School Lane by the footbridge had been installed. The clerk will ask NSDC to include it on the emptying cycle. There were no issues since the last report.</p> <p><b>b. Playing field lease – Registration and associated matters:</b> The clerk reported that the lease is with HM Land Registry for registration.</p> <p><b>c. Toddler play equipment project:</b> The equipment is now being used. The clerk will include formal opening and publicity event on the agenda for the February 2017 meeting.</p>	<p><b>Clerk</b></p> <p><b>Feb 2017</b></p>
<b>CPC/181/16</b>	<p><b>Planning matters:</b></p> <p><b>a. Applications:</b></p> <p><b>i. 16/01726/FUL   Householder application for erection of a front porch, front extension, removal of pitched roofs and dormer and addition of first floor walls and flat roof, rendering of south, east and west walls and change timber windows- Mole End Mill Lane Caunton:</b> Councillors considered the application and <b>decided</b>, by majority (4 in favour:2 abstentions), to object to the proposal on the grounds that the flat roof and proposed elevations are too prominent and not in keeping with the surrounding buildings and conservation area.</p> <p><b>ii. 16/01578/FUL   Householder application for proposed two storey extension to the rear and side incorporating new bedrooms in loft space   First Bungalow Amen Corner Caunton NG23 6AP (Amended site location plan and proposed floor plans and elevations):</b> Councillors considered the application and <b>decided</b> unanimously that their objections to the proposal remained despite the amendment.</p> <p><b>b. To note planning decisions by NSDC:</b></p> <p><b>i. 16/01046/FUL   Householder application for extension to side of cottage to replace extension   Holly Cottage 2 Parkins Row Mill Lane Caunton – Approval noted.</b></p> <p><b>ii. 16/01483/FUL   Householder application for single storey side &amp; rear extensions and other works - Corner Bungalow Mill Lane Caunton – Approval noted.</b></p> <p><b>iii. 16/01438/FUL   Householder application for replacement porch of increased size   Charnwood Norwell Road Caunton – Approval noted.</b></p> <p><b>c. Enforcement matters:</b> None.</p>	
<b>CPC/182/16</b>	<b>A616 – Speeding traffic and road safety:</b> See CPC/175/16 (Reports from district and county councillors).	
<b>CPC/183/16</b>	<p><b>Village services:</b></p> <p><b>a. Community defibrillator including training:</b> The clerk will order the cabinet as soon as the WREN grant is received. She is experiencing difficulty in contacting the EMAS co-ordinator regarding training but will continue to try to make contact. The Plough had kindly offered a space for a training event on a Monday after 2 pm. Councillors will await the school governors' response to the request to site a second defibrillator on the</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p>

	<p>school building.</p> <p><b>b. War memorial – Restoration and funding:</b> War Memorials Trust advice still awaited.</p>	
<b>CPC/184/16</b>	<p><b>Village environment and appearance including Best Kept Village 2016 entry:</b> The outcome of the best kept village overall award is still awaited. The bulb planting day on 15 October 2016 had been very successful.</p>	
<b>CPC/185/16</b>	<p><b>Service faults:</b> The clerk will report street light no14 on Mill Lane.</p>	<b>Clerk</b>
<b>CPC/186/16</b>	<p><b>Correspondence:</b> All items of correspondence noted.</p>	
<b>CPC/187/16</b>	<p><b>10 Minutes public speaking time:</b> Nothing raised.</p>	
<b>CPC/188/16</b>	<p><b>Agenda items for next meeting:</b> CIL expenditure and as set out above.</p>	
<b>CPC/189/16</b>	<p><b>Date of next meeting:</b> Wednesday 11 January 2017 at 7.30 pm</p>	

The meeting closed at 9.10 pm.