

## CAUNTON PARISH COUNCIL

### Minutes of the Parish Council Meeting held on Wednesday 9 May 2018 in Dean Hole School commencing 7.30pm

**Present:** Councillors:

B. Robins (Chair)  
 C. Jagger (Vice chair)  
 A. Baugh  
 C. Webb  
 S. Michael  
 S. Routledge

**In attendance:**

C. Millward (Clerk)  
 Members of the public (3)

	<b>DISCUSSION AND DECISIONS</b>	<b>ACTION</b>
<b>CPC/79/18</b>	<p>Election of Officers: The following were elected:</p> <ul style="list-style-type: none"> <li>a. Chair – Councillor Jagger (4 in favour:1 abstention). Councillors thanked councillor Robins for his many years of service as chair and for his oversight of the many developments and changes in the village during the past 27 years.</li> <li>b. Vice-Chair - Councillor Routledge (unanimous)</li> <li>c. Accounts scrutiniser – Councillor Michael (unanimous)</li> <li>d. Property Managers – Councillors Baugh and Routledge (unanimous)</li> <li>e. Snow and Flood Warden – Councillor Robins (unanimous)</li> <li>f. Representative on Allotments Committee - Councillor Routledge (unanimous)</li> <li>g. Representative on Caunton 2000 – Councillors Robins, Jagger and Webb (unanimous) – Review Caunton 2000 January 2019 meeting</li> <li>h. Representative on Safer Neighbourhood Group – Councillor Michael (unanimous)</li> <li>i. Representative on Dean Hole School Governors – Noted that councillors Harvey and Webb continue to be school governors</li> <li>j. Representative on Community Centre Committee – Councillors Harvey and Webb (unanimous)</li> </ul>	<b>Agenda Jan 19</b>
<b>CPC/80/18</b>	<p><b>Apologies for absence:</b> Apologies were received and accepted from councillor Harvey. Councillors Laughton was absent having attended the preceding Annual Parish Meeting. Councillor Saddington’s apologies were noted.</p>	
<b>CPC/81/18</b>	<p><b>Declarations of interest:</b> Councillor Michael declared disclosable pecuniary interest landowner with regard to item 15e (Village environment – Provision of allotments)</p> <p>There were no other declarations of interest, direct or indirect, in any items of business on the agenda.</p>	
<b>CPC/82/18</b>	<p><b>Dispensations:</b> None required.</p>	
<b>CPC/83/18</b>	<p><b>10 Minutes public speaking:</b> Councillors noted that NCC’s recent cutting of the verges had been inconsistent particularly on Newark Road from opposite The Grange to Manor Road. Councillor Routledge will forward photographs to the clerk who will then report the matter to NCC.</p>	<b>SR Clerk</b>

	Councillors also noted that there are ducks crossing Newark Road to get to the water collecting on the other side of the road where the gulleys are not draining properly. The clerk will report the blocked gulleys to NCC. The possibility of a warning sign was discussed. To be an agenda item for the September 2018 meeting.	<b>Clerk Agenda Sept 2018</b>
<b>CPC/84/18</b>	<b>Minutes of the previous meeting:</b> The minutes of the meeting held on 11 April 2018 were agreed as a true record and signed by the chair.	
<b>CPC/85/18</b>	<b>Matters arising:</b> <i>CPC/75/18 - Service faults</i> - Although NCC had cleared the residue left by The Beck when the water level subsided after heavy rain, debris had been left on the highway. The clerk will report the need for further clearance work to NCC.  There were no other matters arising.	<b>Clerk</b>
<b>CPC/86/18</b>	<b>Reports from district and county councillors:</b> No councillors present, councillor Laughton having reported at the preceding Annual Parish meeting. Councillors noted that he continues to support the installation of a new street light on Norwell Road outside The Hedge Row.	
<b>CPC/87/18</b>	<b>Reports from Councillors:</b> Councillor Robins confirmed that the 2018 wine walk is taking place.  Councillor Michael referred to reports at SNG of hare coursing at Norwell Woodhouse which had resulted in the confiscation of a vehicle. She reminded residents of the need to be vigilant and to contact 999 if an incident is occurring. The chair will include a report in the parish magazine.	<b>Chair</b>
<b>CPC/88/18</b>	<b>General Data Protection Regulation – Approval Information Management Policy and associated documents:</b> Councillors <b>adopted</b> the Data Protection Policy which had previously been circulated in draft. The clerk will upload the policy to the website. The clerk will undertake an information audit and prepare a privacy notice for the website and consents as appropriate. Councillors noted that the allotments application form may require amendment in light of GDPR.	<b>Clerk Clerk</b>
<b>CPC/89/18</b>	<b>Financial Matters:</b> <b>a. Financial position as at 30 April 2018:</b> Councillors considered and noted the clerk's report showing the precise financial position at 30 April 2018 (incorporating the 2017-18 budget figures). <b>b. Accounts for payment:</b> The council unanimously <b>approved</b> two payments totalling £211.23. <b>c. Parish magazine – Donation:</b> Councillors suspended standing orders to allow the public to speak. Councillors <b>agreed</b> that the parish magazine is of value to all the residents in the village and a community benefit. They will await a formal request for a donation from the editing team. Standing orders were reinstated. <b>d. To agree the 2017/2018 annual accounts:</b> Councillors noted the internal auditor's report in the 2017/18 Annual Return. The 2017/18 accounts were <b>agreed</b> . <b>e. To certify exemption from limited assurance review under section 9 Local Audit (Smaller Authorities) Regulations 2015:</b> Councillors <b>certified</b> that, as: <b>i.</b> Both the council's annual gross income and expenditure for 2017/18 were less than £25000, and <b>ii.</b> The council had been in existence since before 1 April 2014, and	

	<p><b>iii.</b> The external auditor had taken no step in relation to 2016/17 which precluded exemption and</p> <p><b>iv.</b> The court had made no declaration under section 28(3) of the Audit and Accountability Act 2014 the council was exempt from a limited assurance review and <b>authorised</b> the clerk and chair to sign the certificate of exemption.</p> <p><b>f. To authorise the chair and the clerk to sign Section 1 (Annual Governance Statement) of the Annual Governance and Accountability Return</b> The Annual Return was presented. Councillors considered the contents. They unanimously <b>agreed to authorise</b> the chair and clerk to sign Section 1 (Annual governance statement) which they then did.</p> <p><b>g. To authorise the chair and the clerk to sign Section 2 (Accounting Statements) of the Annual Governance and Accountability Return</b> Having considered the contents, schedule of fixed assets and variances, councillors unanimously <b>agreed to authorise</b> the chair and clerk to sign Section 2 (Accounting Statements) which they then did.</p>	
<p><b>CPC/90/18</b></p>	<p><b>Planning matters:</b></p> <p><b>a. Applications: 18/00737/OUT   Outline planning application for up to 5 no. dwellings   Land To The Rear Of Mill Lane Caunton:</b> Councillors considered the application and unanimously <b>decided</b> to object to the proposal on the following grounds:</p> <ol style="list-style-type: none"> <li>1. The development is on open land and outside the built village</li> <li>2. Caunton is an "other village". The development is outside SP 3 for the following reasons: <ol style="list-style-type: none"> <li>i. It is for multiple houses and, as such, is of a scale which is inappropriate for the existing size of the village.</li> <li>ii. Whilst the village has a school and pub, it has no shops or other services and a very limited bus service. The occupants of the properties would be reliant on cars to work and to access any services apart from the school and pubs. the location is, therefore, not appropriate</li> <li>iii. There is no evidence of any local need. Such need as existed was addressed by the construction of the new affordable homes on Norwell Road SP3 does not, therefore, apply</li> </ol> </li> <li>3. The site of the proposed development is known to be highly susceptible to flooding and surface run off water. As such it is not appropriate for development of this nature</li> <li>4. There are a number of inaccuracies and inconsistencies in the Design and Access statement, for example in relation to waste drainage.</li> </ol> <p><b>b. To note planning decisions by NSDC: 18/00512/TWCA – Work to horse chestnuts (x7) and pollard Poplar - Caunton Manor Manor Road Caunton:</b> Approval noted.</p> <p><b>c. Enforcement matters:</b> None.</p>	
<p><b>CPC/91/18</b></p>	<p><b>A616 – 50 mph speed limit/alternative traffic calming measures:</b> Noted from councillor Laughton at the preceding Annual Parish Meeting that the 50 mph speed limit is progressing and that councillor Laughton has raised the issue of speeding motorbikes with the police.</p>	
<p><b>CPC/92/18</b></p>	<p><b>Village services including monthly property managers’ inspection report including telephone kiosk and defibrillators:</b> Councillors Routledge and Jagger confirmed there were no issues.</p>	

<b>CPC/93/18</b>	<p><b>Village environment and appearance including:</b></p> <p><b>a. Playground including monthly property managers' inspection report:</b> Councillor Baugh confirmed that he had inspected the equipment and no issues had been identified. The grass had been nicely cut. The clerk will forward the quote from Robert Marshall &amp; Sons. He will then contact the contractor to arrange for the work to be completed and ask the contractor to look at the zip wire platform and advise as to any necessary works and price. The chair reported that he had made an adjustment to the little gate which had become stiff.</p> <p><b>b. Best Kept Village Competition group report:</b> The clerk had submitted the entry. Councillor Routledge reported that the planting day had been successful with a planting evening planned for 30 May 2018. The noticeboard is to be refurbished. The clerk will print a smaller copy of the minutes for the noticeboard to make it less crowded.</p> <p><b>c. Village signs:</b> NCC LIS decision still awaited but noted that councillor Laughton had earlier indicated that the application had been successful.</p> <p><b>d. Annual war memorial inspection:</b> Councillor Jagger had carried out the inspection and confirmed that the memorial looks in good order.</p> <p><b>e. Provision of allotments including planned works:</b> There being nothing to discuss, councillor Michael did not withdraw. Mr Robins confirmed that the lease had been signed. Confirmation of completion is awaited.</p> <p><b>f. Mill Lane – Pooling water:</b> Councillors noted that the problem is worse even though the weather is drier. They also noted that water is now collecting in front of The Elms. The clerk will raise both matters with NCC.</p> <p><b>e. Street light - Norwell Road near Hedge Row:</b> See CPC/86/18 above (Reports from district and county councillors).</p>	<p><b>Clerk AB</b></p> <p><b>Clerk</b></p>
<b>CPC/94/18</b>	<p><b>Service faults:</b> The clerk will report that the road bridge on the church side of Newark Road/Main Street appears to have suffered structural damage and one of the pillars is detached leaving a gap. The bridge's structural integrity may be affected.</p>	<b>Clerk</b>
<b>CPC/95/18</b>	<p><b>Correspondence:</b> None.</p>	
<b>CPC/96/18</b>	<p><b>10 Minutes public speaking:</b> The clerk will again report the stained water above the water line on the school side of The Ford.</p>	<b>Clerk</b>
<b>CPC/97/18</b>	<p><b>Agenda items for next meeting:</b> As above.</p>	
<b>CPC/98/18</b>	<p><b>Date of next meeting:</b> Wednesday 13 June 2018 at 7.30 pm.</p>	

The meeting closed at 9.45 pm.