

ROECLIFFE AND WESTWICK PARISH COUNCIL

Minutes of Roecliffe and Westwick Parish Council Meeting held on 26th November 2018 in Roecliffe School Hall at 7.00pm

Attendees: Cllr J Bolland (Chair), Cllr J Newberry, Cllr J Reeves Cllr J Tulip, Cllr S Varley, Cllr N Baird and one member of the public.

1. Apologies for absence

District Cllr N Brown

2. Declaration of Interest under the council's Code of Conduct or member's Register of Interests.

None Received.

3. To confirm the minutes of meeting held on 20th September 2018 as a true and correct record.

These were accepted as a true correct record and were signed by the Chairman.
Proposed Cllr Varley, seconded Cllr Baird.

4. To Receive County Councillor's and District Councillor's Reports.

None Received

5. To Receive Parish Clerk's Report

Dealt with in the Finance section.

6. To Receive an Update on Finance

6.1 The Financial Audit was circulated at the meeting. Councillors are to review audit and report back.

6.2 Standing Orders to be reviewed at the Annual meeting in May.

6.3 Councillor Newberry presented the 2019/20 Budget and the Precept requirement of £6,381.40. This was unanimously agreed. Proposed by Cllr Bolland and seconded by Cllr Reeves. This is attached as **Appendix A**
Cllr Tulip said she was prepared to see if we could get some Lottery Funding to help with work on Roecliffe Common as she did in 2008 if Cllr Bolland could find details as to who to approach.

Action Cllr Tulip , Cllr Bolland

6.4 The income and expenditure for the period 21/09/18 – 25/11/18 was approved and is attached as **Appendix B**

6.5 The following cheques were authorised for payment:

6.5.1 Clerks Expenses: £24.04 (postage and printer cartridge)
Quarterly Expenses £40.00

Travel to YLCA x 2 (88 miles x £0.45) £39.60

6.5.2 Clerk's Salary (November): £142.67

7. To Review the following Planning Applications

Chicken Rearing Sheds at Westwick Farm 18/04461/FULMAJ – **OBJECT**

Stable and Feed store to be erected on lane to the north of Holmside Farm,
18/04396/FUL – **APPROVED WITH CONDITIONS**

Signed..... Date.....

Extension of Roecliffe Park, 18/02216/FULMAJ

After speaking to the case officer, Cllr Newberry reported that as this is a major development, it is to go to a planning committee on 18th December 2018, or soon after.

8. To receive an update from the Meeting with Reed Boardall on 19th October 2018

Cllr Bolland and District Cllr Brown shared a meeting with Marcus Boardall. Although business is generally good, they are set to lose 20 000 pallets with foods now going direct to Daventry from Wisbech. Regarding the discharge of conditions on sound proofing the extension of an existing freezer building at the bottom of Brickyard Road, they have to start work on this before mid-December to comply with the approval given by HBC. There should be no extra noise as the current refrigeration unit is capable of cooling the extension. The site has been designed with Roecliffe in mind and it is the Minskip side of plant which will be affected more by lorry movements. Bar Lane Associates have put their site up for sale.

9. To receive an update on the Village Green –

9.1 Replacing No Parking and No Dogs Signs.

Funding has been applied for in the 2018/19 precept to replace these signs

9.2 Addition of Edging Posts to Green

It was agreed to add 10 edging posts to the Green and review how they work.

Action: Cllr Newberry, Cllr Bolland

10. To discuss Use of the Village Green for Commercial Purposes.

It was unanimously agreed that the Village Green is not to be used for Commercial Purposes.

11. To receive an Update on Tree Maintenance.

Cllr Varley gave an update on his meeting with Farm and Land Services and Alistair Downie. The low branches up to a diameter of 15mm can be safely removed to protect the lawn mowers. It was recommended this was done between now and March. Several options were discussed for replacement trees. It was agreed to start with a replacement Elm tree close to Lime Tree Cottages where a Lime tree was taken down, and a Walnut tree at the bottom of the drive to The Old Vicarage, where a Lime tree blew down..

Action: Cllr Varley

12. To receive an Update on the Maintenance of the Village Telephone Kiosk (Library).

Cllr Bolland gave an update to the meeting on the results of canvassing the village for their opinions re the Telephone Kiosk. Of the replies received, only 1 person wanted the kiosk removed. 12 persons wanted it to remain. 10 villagers volunteered to help with painting the kiosk. Cllr Newberry agreed to source the correct paint and Cllr Bolland agreed to check if any paint remained from the last maintenance.

Action: Cllr Newberry, Cllr Bolland.

13. To receive an Update on the Neighbourhood Plan.

Signed..... Date.....

Cllr Bolland gave an update. Comments have been received on our Draft Neighbourhood Plan from HBC and the consultant is updating the draft accordingly. It will then be resubmitted to HBC under their Regulation 14 consultation process after which it will be returned for comments from the villagers and then a referendum. This is a lengthy process and will take well into next year.

14. To discuss the Parish Website

After discussing various options for a village website and its associated running costs, it was decided more information was required from other local websites including Littlethorpe Village and Boroughbridge Churches and also the YLCA before a decision was made how to proceed.

Action: Parish Clerk.

15. To review the Effectiveness of New HGV Signage.

The consensus of opinion is that there has been some improvement but the placing of the signs could be reconsidered as drivers are already on their way round the roundabout before they see them. The Clerk was asked to write to Highways to enquire if this is possible. Cllr Bolland to follow up at the next Joint Parish Council meeting.

Action: Parish Clerk, Cllr Bolland.

16. To receive an Update on Councillor's Visit to Payne Diaries and Volvo.

Cllr Baird visited Payne Diaries on October 11 and had a meeting with the Production Manager. He was assured that the Dairy do encourage the staff to put their hair nets and gloves into bins on site rather than discard on roadside. A later visit did find further litter which Cllr Baird bagged and passed into the diary. It is clearly a problem which needs constant monitoring and addressing to keep on top of.

Action: Cllr Baird

A visit to Volvo after discarded rubbish was discovered at the back of Becklands Lane resulted in Volvo agreeing to send an employee to clean up and to move their bins. Three other companies have been visited to discuss litter.

17. To review Correspondence

None Received.

18. To arrange Dates of Next Meetings

These were provisionally determined as follows:

21st January 2019, 7pm, Roecliffe School

Annual Parish Assembly 15th April 2019, 7pm, Roecliffe School

Signed..... Date.....

Signed..... Date.....

Date

APPENDIX B

Income & Expenditure & Bank Reconciliation for Period 21/09/18 – 23/11/18

	Date Banked	Number	Income	Expenditure	Total
Opening Balance per Community Account					£2503.85
Opening Balance per Business Manager Account					£1249.71
Precept	28/09/18		£3154.00		
Total					£3154.00
Clerk's Salary + expenses	18/09/18	100640		£325.34	
Farm & Land	19/09/18	100639		£283.20	
Euraudit	19/09/18	100641		£36.00	
Clerk's expenses	04/10/18	100643		£10.54	
Clerk's Salary	24/10/18	100645		£147.67	
Cardiac Science	30/09/18	100644		£49.14	
Clerk's Salary	05/11/18	100646		£147.67	
PKF Littlejohn	08/11/18	100649		£96.00	
JC Trees	13/11/18	100648		£576.00	
Total					£1671.56
Closing Balance per Community Account					£3,986.29
Closing Balance per Business Manager Account					£1,249.71
Total Funds					£5,236.00

Note: Cheques not processed/to be signed at meeting:

YLCA £75.00

Cardiac Science £207.46

Roecliffe School £65.00

Clerk's Salary and Expenses £246.31

Euraudit £36.00

Total Funds after cheques signing: £4606.23

Signed..... Date.....