

NORTHCHAPEL PARISH COUNCIL

Approved Minutes of the Annual Meeting held at Northchapel Village Hall, On Wednesday 5th May 2010

Present : Councillors Mr John Morgan [Chairman], Mr Willie Poste, Mrs Jane Walter, Mrs Georgina Murphy, Mr Alex Brown, Mrs Lynda Bell, Mrs Sharon Holden and Mr Andrew Dempsey

In attendance: Mrs Helen Cruikshank, Parish Clerk

Comments and Questions from the members of the public:

There were no questions asked

- 1. Election of Chairman and Vice Chairman:** Councillor Morgan invited nominations for Chairman for the ensuing year. There being no other nominations, Councillor Willie Poste was proposed and duly seconded. It was **RESOLVED** that **Councillor Poste** be elected Chairman of Northchapel Parish Council. The Chairman invited nominations for Vice Chairman and Councillor Jane Walter was proposed and duly seconded. There being no other nominations it was **RESOLVED** that **Councillor Walter** be elected Vice Chairman for the ensuing year.

- 2. Election of Lead Members of Working Parties and Committees:**

Allotments, Village Green and Play Area - Mr Willie Poste and Mrs Georgina Murphy

Planning – Mr Alex Brown

Footpaths and Rights of Way – Mrs Jane Walter

Housing – Mr Andrew Dempsey

Village Hall – Mrs Sharon Holden

Planning Committee: Mr Alex Brown, Mrs Jane Walter and Mrs Lynda Bell

Finance Committee: Mr Alex Brown, Mrs Lynda Bell, Mrs Sharon Holden and Mr Andrew Dempsey

Housing Working Party: Mr Andrew Dempsey, Mrs Sharon Holden, Mr David Burden and Mrs Georgina Murphy

- 3. Apologies for absence:** Councillor David Burden
District Councillor Phillipa Hardwick
- 4. Declarations of Interest:** Councillor Holden declared a personal interest as a Village Hall Trustee
- 5. Minutes:** The Minutes of the previous Parish Council Meeting held on Wednesday 4th March 2010 were approved as a correct record and signed.
- 6. Working Party Reports**
 - Allotments, Village Green and Play Area -** Councillor Poste reported that all was good at the Allotments
 - Planning -** Councillor Brown reported that planning activity was quiet with nothing to report. The Parish Council were awaiting the next stage consultation documents for the Local Development Framework (LDF) which are due June/July 2010.
 - Footpaths-** Councillor Walter had nothing to report.
 - Village Hall -** Councillor Holden had nothing to report.
 - Housing –** Councillor Dempsey reported that 100 copies of the questionnaire had been sent out with a disappointing 7 responses which meant that it was impossible to prepare a database. However each of these individual responses would be looked into and discussed. It appeared to be the same issue over and over again with maintenance concerns and problems with communication with HOME. It was proposed that an independent survey be carried out and a report produced which could be presented to HOME. The Chairman suggested that three quotes be obtained for this work. Councillor Brown added that it was essential that not just a survey was done but also a report on what needs to be done to make these houses habitable. He said he would provide Councillor Dempsey with a brief to approach surveyors and then Councillor Dempsey would report back his findings with costs at the next meeting for further discussion and approval.
- 7. Village Green Track**

Councillor Poste spoke of the on-going business of the state of the Village Green track and the fact that the dustcarts had from mid March been stopped from using this to avoid any further damage. Residents of 1 and 2 Vine Cottages had not been happy with this decision so both had been invited to the meeting to discuss the

issue. One of the residents had since withdrawn their opposition and as the other resident was not present it was assumed there was no further concern.

8. Village Housing

This was discussed under the Housing working party report.

9. Parish Plan

Councillor Brown said the Parish Plan is a living document that needs to be monitored and updated. It was a whole Parish project not just a Parish Council one. It was agreed that every 6 months the plan be reviewed, keeping it open for ideas, looking at the database ensuring problems identified as high are dealt with.

10. Local Development Framework

This was discussed under the Planning working party report.

11. Playground – new equipment

The Timberline quote at Appendix 2 was received. The total quote for the new equipment for the Play Area was £9,019. The Parish Council had received a £500 grant from the WSCC CLC and a £2000 promised Rural Play grant from CDC. Councillor Walter sought approval to go ahead and accept the quote. The Full Council approved this. Clerk to confirm acceptance to Timberline in the hope that the equipment would be in place for the summer holidays. Clerk also to chase Homewood for revised fencing quote @£800 and accept in line with project.

12. Northchapel Youth

Councillor Bell reported that at present a review of WSCC Youth Services was going on and hopefully when this has been finalised there will be more information to support the Parish Council in the form of a Youth Leader. Clerk to investigate grants available to the Parish Council for Youth Services going forward.

13. Financial Matters

- The Council's current financial position @ £16,934 was noted
- The Bank reconciliation at Appendix 2 was noted
- The schedule of accounts submitted for payment at Appendix 3 was noted and approved.
- The Clerk informed the Council that Mr Tom O Hara had done the Internal Audit 09/10 and she was awaiting his report. The Full Council approved the year-end accounts and Annual Return.

14. Clerks Report

The Clerks report was duly received and noted.

15. Future Meeting Dates for 2010/11

It was agreed that the Council Meetings for the coming year would take place as follows:

- ❖ Wednesday 7th July 2010 at 8pm Northchapel Village Hall
- ❖ Monday 6th September 2010 at 8pm Northchapel Village Hall
- ❖ Monday 1st November 2010 at 8pm Northchapel Village Hall
- ❖ Monday 6th December 2010 at 8pm Northchapel Village Hall
- ❖ Monday 17th January 2011 at 8pm Northchapel Village Hall
- ❖ Monday 7th March 2011 at 8pm Northchapel Village Hall
- ❖ Monday 16th May 2011 at 8pm Northchapel Village Hall

Signed

Date