

DRAUGHTON PARISH COUNCIL

Minutes of a Meeting of the Council held on Thursday 8 December 2016 in the Village Hall at 7.30pm

Present: Cllr R Clayton – Vice-Chairman
Cllr W Bell
Cllr M Billing
Cllr S Plunkett

Mrs J Markham – Clerk

In attendance: District Cllr D Pighills

*The formal business of the meeting was preceded by prayers in memory of
Meriel Curtis, Chairman of the Parish Council 2004-2016*

1. Apologies for Absence

None received.

2. Disclosure of Interests

Members were invited to disclose any interests (including any not already listed in the Register of Interests) relevant to the business of the meeting, and, in respect of a disclosable pecuniary interest (previously registered or not), to request dispensation pursuant to the Council's Code of Conduct to participate in the business under discussion and vote on the matter.

Additional Interests disclosed: None.

Dispensation Requests received: None.

3. Casual Vacancy

Following the death of Cllr Curtis, the publication of the Notice of Casual Vacancy, with effect from 30 November, was noted.

It was RESOLVED:

- (1) "THAT if, by the due date, fewer than 10 responses to the notice of casual vacancy have been received by the Returning Officer from local electors, the post be filled by co-option in accordance with the procedures set out in the Co-option Policy."

- (2) “THAT expenditure of £62 (from the budget for administrative expenses) as authorised by the Clerk, in consultation with the Vice-Chairman, in accordance with Financial Regulation 4.1, be approved.”

The Clerk reported that letters of condolence had been received from the Chairman of Craven District Council and from the Chair of Halton East Parish Council. The provision of a suitable village memorial for Cllr Curtis was discussed, and the Clerk was asked to investigate the costs of a small brass plaque. Cllr Billing undertook to ask the Village Hall Trustees if it could be displayed on the wall underneath the photo commemorating Cllr Curtis’ retirement as village postmistress.

4. Minutes of the Meeting held on 10 November 2016

The Minutes of the Meeting of the Council held on 10 November 2016 were taken as read, approved as a true and correct record and signed by the Vice Chairman.

5. Matters Arising

- (i) Community SpeedWatch The Clerk reported that vehicle speeds had been monitored in the village by 95 Speed Alive.
- (ii) Defibrillator A training awareness session had been organised with YAS and was to be held on 29 January at 2pm. Villagers expressing an interest had been notified.
- (iii) Woodland Maintenance An application had been made for tree works on the village green.
- (iv) Welcome Pack The leaflet was on display in the kiosk, and a supply of copies, provided to the village by the Church office, was held ready for distribution to new households by the Village Hall Trustees.
- (v) Superfast Broadband A letter describing progress in the installation of facilities in Beamsley parish was noted, and Cllr Pighills reported his understanding that work on providing services to households in the final (“hard-to-reach”) 5% of properties was expected to take place during Stage 3 of the project in 2020.

The remaining matters arising, as noted on the agenda, were considered separately for decision (Minutes 6-7 below).

6. Waste bin on green

Cllr Pighills reported that the District Council had agreed to add the bin to their emptying schedule at no extra cost. This was welcomed, and

members thanked Cllr Pighills for his help on this matter. The Vice Chairman noted that he would inform the villager who had initially complained to him about the bin.

7. Christmas Tree

The Vice-Chairman reported that a suitable tree had now been donated to the village, free of charge, and had been put up by village volunteers. Members thanked all those involved in this work, and the Vice-Chairman offered to pass the Council's thanks on to the owner of the woodland from which the tree had been procured. It was reported that additional lights had been purchased by the Village Hall Trustees this year. It was RESOLVED:

“THAT the costs of additional Christmas lights for the village be reimbursed by the Parish Council on receipt of an invoice from Mr Goldie.”

8. Planning

It was reported that permission had been granted for the extension at Braybank, Spring Rise.

9. Draft Budget and Precept 2017/18

The Clerk presented the draft Budget Statement 2017/18. noting that, if approved, the precept would give rise to an increase of £3 in the charge for an average Band D property, compared with the charge in 2016/17. It was also noted that the budget for the Clerk's salary from 1 April 2017 was based on the NALC/Society of Local Council Clerks 2016-18 recommended hourly rate of £9.05 (at spinal point 16), for 19 hours per month.

It was RESOLVED (Proposed: the Vice-Chairman; seconded: Cllr Plunkett):

- (1) “THAT the draft Budget 2017/18, a copy of which is attached to these Minutes as an Appendix, be approved, and that it be used as the basis for setting the Parish Precept 2017/18 in order that sufficient funds be made available for budgeted expenditure, taking account also of the level of funds available as carried forward from previous financial years and with a view to managing any potential increase in local taxation, and that the Clerk be authorised to complete the precept form

- accordingly and arrange for its signature by the Vice-Chairman and two other members.”
- (2) “THAT the Clerk’s salary 2017/18 be calculated with reference to the recommended pay scales set by NALC/SLCC 2016-2018 and that the rate be increased by one spinal point, with reference to SCP16, in recognition of the Clerk’s qualification.”

10. Other Financial Matters

- (1) The month’s accounts were approved for payment as follows:
- (i) Clerk’s salary – 3 months September-December
 - (ii) Reimbursement to clerk (computer and stationery expenses) - £72.87
 - (iii) Reimbursement to clerk (other admin expenses) - £62 (Minute 3(2) refers)
 - (iv) Village Hall – £30 (3 meetings September-December)

11. Consultations and Correspondence

- (i) NYCC Minerals and Waste Joint Plan The online consultation on the Plan was noted.
- (ii) Correspondence Newsletters and emails, including notice of NYCC’s online Budget consultation, and also information on the sponsored swim for Marie Curie organised by the chairman of CDC, were noted.
- (iii) CAB A letter from CAB, giving details of the refurbishment of their premises and request for financial support, was received for information and would be brought forward for decision at the next meeting.
- (iv) Bins on former recycling “Bring” site Cllr Billing reported for information on proposals made by the District Council to supply the owners of properties up the lane by the church with separate household bins to replace the large metal bins at the former recycling “Bring” site. Further information would be reported by Cllr Pighills to the next meeting.

12. Date of next Council Meeting

Subject to confirmation, the next meeting would be held on **Thursday** 19 January 2017 at 7.30pm in the village hall.
The meeting closed at 8.20pm.

Chairman