

# CAVERSWALL PARISH COUNCIL

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Chair of the Council: Cllr Paul Roberts

Parish Clerk: Mrs Lynn Cantlay

## MINUTES OF MEETING HELD ON MONDAY 4<sup>th</sup> DECEMBER 2017 AT CAVERSWALL VILLAGE HALL

**Present:** Cllrs P Roberts, A. Marshall, E Durose, M Dean,

**Apologies:** Cllrs Ward and Clayton

**Members of the Public:** Hattie Harrison, Times and Echo, Jayne Boyles and Michelle Despot

Subject	Description	Action
<b>APOLOGIES</b>	Cllrs Ward and Clayton	
<b>PUBLIC QUESTIONS</b>	<p>Jayne Boyles and Michell Despot asked for help, advice, support re seeking to up Equine Assistance Hydrotherapy in 3 acre field they have on Blythe Bridge Road for people suffering from mental illnesses etc they anticipate they will need agricultural building on the land. They currently have 8 ponied/horses, some are miniture. <b>Cllr Roberts declared an interest at this point re planning matters.</b> A new access way was created sometime ago and they are aware that they would have to apply for retrospective planning permission for this. Council did point out that parking would be an issue here as road is not suitable for parking.</p> <p>They would be proposing 6-8 sessions per person with one session per week per person. The horse would be free take place in the field and relationship would have to be built with person and horse. They will require facilities - office space to use computer etc, debriefing, toilets etc.</p> <p>Council advised them to speak to planning department before progressing any further once this advice has been received they should return to the PC for further discussion.</p>	
<b>MINUTES</b>	It was resolved that the minutes of the previous month's meeting were to be signed as a true and correct record.	
<b>DECLARATION OF INTEREST</b>	Cllrs Roberts – planning	
<b>REPORTS COUNTY/DISTRICT COUNCILLORS</b>	<p><b>County Councillor</b> – not present</p> <p><b>District Councillor</b> – full council this Wednesday to discuss the budget. Parish Assembly went well and had a good attendance.</p>	
<b>HANDYMAN/ LENGTHSMAN</b>	No report	
<b>MATTERS ARISING FROM PREVIOUS MEETINGS</b>	<p><b>HIGHWAYS ISSUES:</b></p> <p>The visibility fencing along Blythe Bridge Road has been damaged and needs repairing, Clerk to report to Highways.</p>	Clerk

Minutes are draft until agreed and signed at the next meeting

Signed .....

Date 4<sup>th</sup> December 2017

Subject	Description	Action
	<p><b>8/17 – Grids and Drains</b> - no report</p> <p><b>159/17 – Footpaths</b> – no report</p> <p><b>160/17 Village Signs – Caverswall</b> (141/17, 126/17, 114/17, 101/17, 83/17) Still waiting for a reply from Mr Rushton.</p> <p><b>161/17 Millennium Garden –</b> (142/17, 127/17, 115/17, 102/17, 84/17) Still awaiting delivery of brown bin. Cllr Marshall reported he was having trouble getting sleepers and might have to find a new supplier.</p> <p><b>162/17 Defibrillator – Locations/Installation</b> (143/17, 128/17, 116/17, 103/17, 87/17) Still need location for the spare one. Clerk to send further letter asking if they had considered our request and that they would confirm back whether or not they would allow this.</p> <p><b>162/17 Flag pole for the village</b> (145/17, 130/17, 118/17, 105/17, 89/17) District Councillor funding had ben approved and a cheque was given to the Clerk for £250.00 towards the cost of the flag pole. County Councillor funding form to be completed and submitted.</p> <p><b>163/17 Wall by railings and around the tree in The Square</b> (146/17, 131/17, 119/17, 106/17, 90/17) Clerk has emailed Highways again.</p> <p><b>164/17 Red House</b> (150/17, 105/17, 138/17) It is understood that this will re-open soon. No further action.</p> <p><b>165/17 School lunchtime parking</b> (154/17) This seems to have been resolved.</p> <p><b>166/17 Memorial Oak tree on Playing Field</b> (156/17) Clerk has contacted Steve Massey re site visit.</p> <p><b>167/17 Future Plans in the Village</b> (157/17) To be discussed at a future meeting.</p> <p><b>168/17 Trees along The Dams</b> (153/17, 98/17, 79/17, 65/17, 50/17, 34/17, 22/17, 10/17) The two replacement trees are due to be planted in the next week to ten day. Clerk to ensure that when out N &amp; J Trees check the posts supporting the other trees and if necessary re-stake them.</p> <p><b>Unresolved Items:</b> <b>Hedge along The Dams</b> No confirmation owns which part of the hedge along The Dams and School Lane so Clerk to now write to Mr &amp; Mrs Bunn and also to Robin MacDonald to ask that they cut back their part of the edge.</p>	<p>Clerk</p> <p>RW/ Clerk</p> <p>Clerk</p> <p>Clerk</p>
<b>CORRESPONDENCE</b>	<p>TSB Bank Statement</p> <p>Audit Appointments Advisory notification of new External Auditors and scale of fees</p>	

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Subject	Description	Action
<b>FINANCE, 2017/18 AUDIT INFORMATION, 2018/19 PRECEPT</b>	<p><b>169/17 - Accounts</b></p> <p><b>Payments:</b></p> <p>The following accounts were approved for payment: -</p> <p>Mrs L Cantlay – Clerk Salary and Expenses – December £215.00 *</p> <p>Town &amp; Country Services – Nov invoice £336.00 *</p> <p>Eon – Highways lighting £181.26 *</p> <p>TOTAL PAYMENTS THIS MONTH - £732.26</p> <p>* - indicates payments to be made via Internet Banking Faster Payment, approved at meeting.</p> <p>Transfer: £750.00</p> <p><b>Receipts:</b></p> <p>Bank Interest (both accounts – 9 Nov) – £1.03</p> <p>Total Receipts - £1.03</p> <p><b>Bank Accounts</b> (after any payment or receipts made):</p> <p>Current Account - £178.13</p> <p>Instant Access Account - £11,452.97</p> <p>Contingency Account - £12,112.87</p> <p><b>2017/18 AUDIT:</b></p> <p>Information received re appointment of new external auditor, they are Mazars LLP in Durham. New scale of fees for bodies subject to limited assurance review – income/expenditure band £0-25,000 has a zero fee, £25,001- 50,000 is £200.00. Caverswall should be within the £0 fee band.</p> <p><b>2018/19 PRECEPT:</b></p> <p>Clerk supplied all Councillors with copies of the Payment and Receipt accounts, details of bank balances as at today, and the first draft breakdown of the precept requirement for 2018/19. The precept requirement will be decided at the January meeting.</p>	
<b>PLANNING MATTERS</b>	<p><b>170/17</b></p> <p><b>Applications:</b></p> <p>SMD/2017/0742 – St Filomenas School – Proposed kitchen and dining room extension – NO OBJECTION subject to neighbours approval and ensure the use of matching material to existing buildings</p> <p><b>Decisions</b> – U Holding (Champs) passed put a condition on that it is part of the house and cant sell off separately.</p> <p>Gravelly Bank Nursery - withdrawn</p> <p><b>Appeals:</b> None</p> <p><b>Enforcement Matters:</b> None</p>	<p>Clerk</p>
<b>NEW BUSINESS</b>	<p>None</p>	
<b>DATE OF NEXT MEETING</b>	<p>Monday 8<sup>th</sup> January 2018 at 7.30pm</p>	
<b>MEETING CLOSED</b>	<p>20.25 pm</p>	

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