

# KINGS CLIFFE PARISH COUNCIL

The monthly meeting of the Parish Council was held on Thursday 12<sup>th</sup> June 2014 at 7.30.pm. in the parlour of the Memorial Hall.

Prior to the meeting, all Councillors assembled in Hall Yard to have a photograph taken, by Philip Wright, of the Parish Council for the archives. Unfortunately, Councillor Atkinson was unable to be present. It was suggested that a photograph should be taken during the life of each term of the Parish Council to have a true record.

**14/028 : Present :** Chairman A. Howard, Councillors Day, L. Crane, N. Ford, C. Williams, R. Brown, G. Caddick, R. Meadows, G. Kingston and C. Leuchars. Two members of the public attended.

**14/029 : Apologies for Absence :** Councillors Atkinson and H. Smith

**14/030 : Declarations of Interest :** None

**14/031: Minutes of the Parish Council Meeting held on 8<sup>th</sup> May 2014**

Approved, following the deletion of Councillors Caddick's name, incorrectly added to the Burial Board Committee.

Proposed : Councillor Ford

Seconded : Councillor Leuchars

**14/032 : Clerks Report**

The grass in the Park has been given one cut – after much nagging by residents of the estate and myself.

Last month it was minuted that I would be claiming some expenses. I will submit a final claim at my final meeting.

The Chairman added that he had requested that the curator cut the cow parsley (keck) at the bottom of Wansford Hill and the green opposite the Endowed School. This has been invoiced accordingly.

**14/033 : Matters Arising**

The drains which have been reported numerous times to the Street Doctor are still causing problems during heavy rain. They will be reported again!

**14/034 : Accounts Payable**

Clerks Salary (current month)	£ 303.40
Curator : Cemetery & Churchyard (plus extra grass cutting)	£ 390.00
HMRC : Clerks PAYE	£ 11.60
Robert . Goodson Ltd., commercial insurance (up by £4)	£ 806.80
Anglian Water : Water charge for cemetery to May	£ 15.86
KCA : Grass cutting : Cemetery extension	£ 50.00
E-on : Street lighting maintenance ¼ to June	£ 372.10
Stephenson Smart & Co : Internal accounts audit	£ 498.00

Proposed : Councillor Brown

Seconded : Councillor Kingston

**14/035 : Financial Position : noted**

Bank balances:- Current account £ 11,823.17; Deposit account £ 3,139.24; Bequest account £ 5,690.33

## **14/036: Planning**

### **Applications**

1 West Street : Change of use; shop to existing house :reapplication : 14/00933/FUL : No objection

3 West Street : Single storey rear extension : 14/00941/FUL/14/00942/LBC : No objection

31 West Street : Various alterations to walls, gates and new driveway 14/00931/FUL/14/00932/LBC

No objection

31 West Street : Replacement gates between 31 and 33 West Street: 14/01000/LBC .

Comment : The permitted gateway, which was only recently approved was 1.5 meters, the applicant is now seeking to increase this to 3 meters. It was felt that the existing gateway was adequate and that an increase should not be approved

2 The Dovecote, Park Street :Installation of 3 conservation roof lights :14/00880/LB : No objection

4A Forest Approach : Skylight to ensuite bathroom : 14/00785/FUL : No objection

### **Granted by ENC : noted**

57 West Street : Various, including new window to West Street : 14/00562/FUL

70 West Street : Non material amendment : 14/00872/AMD

### **Refusal by ENC : noted – new submission above**

1 West Street : Change of use from shop to existing house : 14/00391/FUL

## **14/037 : Audit : end of year accounts : approval for Audit Commission**

The Clerk has had her annual meeting with Ivan Walker for Stephenson Smart & Co., to discuss the internal annual audit. The Chairman also attended. There are no outstanding issues and the annual return has been completed and will be signed by the Chairman and Clerk and sent to the Audit Commission accountants.

The following statutory statement is minuted below:

'The Council have adopted an approach that is sufficient in relation to the needs, size and circumstances of the Council, namely Internal Audit once a year at the completion of the financial year end and is based on the schedule in appendix 9 of the Governance and Accountability for local Councils - A Practitioners Guide 2008 (England).'

Proposed : Councillor Ford

Seconded : Councillor Caddick

It was noted that in the Asset Register, there is a shed mentioned in the Pitchell, which no longer exists. This will be deleted.

## **14/038 Parish Plan : Update**

Councillor Atkinson was unable to attend but sent the following statement : Update on Village Plan – I am waiting on other printing quotes as the one I had from ENC although the price was good, the sample I got was not the quality we need. I have requested for funds from Heather and I am waiting a response. I am determined we will have the printed copies before the next meeting.

## **14/039 Reorganisation of Local Schools**

Chairman Andrew Howard had attended an NCC Cabinet meeting; Peter Wallace also attended and spoke on behalf of the Charity. It is confirmed that Kings Cliffe Middle School will be closed and the 2 – tier system implemented.

There are still many details to be resolved; however, it was confirmed that Kings Cliffe will have a new school, on the old Middle School site.

#### **14/040 Village Field : Update**

Councillors Brown and Day have obtained quotes for the work required to bring the Village Field into use. ENC have stated that we have come through Phase 1 of the CCF Grants process and will be informed that we wish to proceed to Stage 2. The main areas which need improvement are:- Land drainage, fencing, parking areas and an improved entrance to the field.

#### **14/041 Willow Lane : Update**

Quotations are to be requested to improve the roadway to the Village Field on Willow Lane and create a pathway for pedestrian, pushchairs etc., to also include a useful access to KCA. The Amenities Committee are dealing with this.

With reference to the ownership of the land below the bridge in Willow Lane; the Chairman will contact Michelle Rickard, who is dealing with this; it would appear Sharn from ENC does not agree on to whom it belongs legally.

#### **14/042 Sovereign Grange : current issues**

The Chairman, Vice-Chairman and DC Glithero attended a spur-of-the-moment meeting with Sharn Matthews from ECN to discuss at length the outstanding issues.

Boundary behind the Club : The Ex-servicemen's committee has asked for a panel fence. It will be their responsibility to maintain any fence erected.

Pathway from houses behind the Club : This does not extend to the gate. The link to the path will be extended.

Persimmon has said they will deal with outstanding matters of badly sited manhole covers etc., but going on past form, we will have to keep pursuing this.

Sharn Matthews felt that the outstanding matter of road markings and the chicanes to slow the traffic on Wood Road and the longstanding saga to have this work done should be reported to the ENC Enforcement Officer.

They have also said they will arrange for gaps to be put in the fencing surrounding the Park, for easier access for parents with pushchairs.

Footpath to Willow Lane : Persimmon has accepted that this needs defining and will pave the footpath area and open it up. This will also need monitoring to ensure it actually happens.

The matter of the land immediately behind the houses was raised and the representatives from Persimmons will talk to their officers and come back to us, or ENC on this matter.

Full ownership of the Park : There is a further query here regarding how much of the Park will be offered to the village. Is it the whole area, or are the LEAP and LAP confined to a certain area. Here again there are concerns about house building in the future.

#### **14/043 Request for Dog Bin : Wood Road/Oak Lane**

Several requests have been received for an additional dog bin at the entrance to Oak Lane. This was agreed and ENC will be asked for an estimate to install this.

#### **14/044 Footpaths & Rights of Way**

Councillor Meadows reported that several stiles need repairing or making more user friendly. He will address this problem.

#### **14/045 Allotments**

The concerns regarding the condition of some allotment plots have been resolved.

#### **14/046 Malting's Green : request from Village Hall committee**

The Village Hall committee asked the Parish Council to arrange for the Malting's Green Pocket Park grass to be cut weekly. The Council agree this is not practical; it is cut regularly and always for special occasions, but it was felt that if it really needs to be treated as a lawn, the committee might like to ask members to do this voluntarily, as it was not considered necessary for our contractor to cut it weekly.

#### **14/047 Traffic problems**

NCC Highways will be asked to send a representative to the village to meet with Councillors to see if anything can be done to ease traffic concerns.

#### **14/048 Clerks resignation**

It was with regret that the Council noted the Clerks resignation; the vacancy for the Clerks position will be advertised locally with a closing date for applications of 14<sup>th</sup> July 2014.

#### **14/049 Gazette entry for July 2014 : discussed and agreed**

#### **14/050 Burial Board**

A Burial Board meeting was held on 9<sup>th</sup> June. All committee members attended. Minutes were given to all Councillors and matters within discussed:-

Cemetery & Churchyard : both areas are in good order and well maintained. The Burial Board discussed the Curators salary, which has not been reviewed for some years. Due to the rise in the costs of petrol, repairs and increased areas of grass to be maintained, it was decided to raise the salary by £50 pcm from July.

Cemetery extension : KCA are no longer able to cut this area of grass for the PC, as previously. Vice-Chairman Day has arranged for this to be cut at a cost of £60 per cut, as and when required.

There are problems with the wooden gates to the Churchyard. Doug Gilbert has offered to repair the double gates; the white hand gate is in urgent need of two new posts; quotations will be requested, this gate is dangerous and has to be left open for safety reasons.

#### **14/051 Police : Crime Report :noted**

#### **14/052 Correspondence Received**

The Chairman had received an e-mail from Andrew Pick for KCA regarding various matters relating to the sports project it; was agreed that the Chairman would meet with him to discuss these matters

#### **14/053 Any Other Business : none**

There being no further business, the Chairman thanked everyone for attending and closed the meeting at 9.34.pm. The next meeting will be in the Village Hall Parlour on Thursday 10<sup>th</sup> July at 7.30.pm.