

## LEADENHAM PARISH COUNCIL

### **Minutes of the Annual General Meeting of the above Council held on Tuesday 14<sup>th</sup> June 2016**

**Present:** Mr G McLusky, Mr N O'Brien, Ms M Nelstrop, Mrs J Thurlow (Chairman), Mrs K Willgoose, County Councillor Mr R Phillips.

#### **1. Election of Chairman for the coming year**

Mrs J Thurlow was proposed by Mrs K Willgoose, seconded by Mr G McLusky. There were no further proposals. Mrs Thurlow was duly elected as Chair of the Parish council for the coming year and took the Chair.

#### **2. Apologies – none**

**Declaration of Interests:** none.

#### **3. Election of Officers for the coming year**

Election of Vice Chair – Mr G McLusky proposed Ms M Nelstrop. Mrs K Willgoose seconded the proposal. There were no further proposals. Ms Nelstrop was duly elected as Vice Chair of the above Council for the coming year.

**Election of Financial Officer for the coming year** – Ms M Nelstrop proposed Mrs K Willgoose. Mr N O'Brien seconded the proposal. There were no further proposals. Mrs K Willgoose was duly elected as Financial Officer of the above Council for the coming year.

**Election of Village Hall Representative** – deferred until next meeting.

#### **4. Consideration and signing of the Minutes of the previous meeting**

Ms M Nelstrop proposed that they be a true record of that meeting. Mr G McLusky seconded the proposal. All members were in agreement. The Chairman signed the Minutes.

#### **5. Clerk's Report on Matters Arising from the Minutes.**

**a)** Speed awareness signage – Mr McLusky reported that application forms have been completed. A signature and a Cheque are required. Clerk to print off forms for next meeting.

**b)** Play Area maintenance work – Mrs Stokes and Mrs Thurlow met with Mr Walker (undertaking the works) on site to establish precise works the Council wished to be undertaken. Members decided to forward a letter to Mr Walker stating all requirements and asking that works be undertaken as soon as possible, given that the summer period was under way and therefore there would be increased usage of the equipment.

**c)** Portfolio titles for members – deferred until next meeting.

**d)** Grass cutting on verge opposite Troops – quotes to be sought.

**e)** Grass cutting some verges and other areas throughout village currently undertaken by County Council - County Council to be contacted.

#### **6. Consideration of Planning Matters**

Application 16/0587/HOUS

Erection of single storey front extension and addition of windows and door to the rear.

Location: Blacksmith's Cottage.

The Council had no comments to make.

#### **7. Consideration of Financial Matters**

**a)** Bank Statements – not available

Community a/c as of 4 <sup>th</sup> June 16	£9,631.92
H.I a/c as 4 <sup>th</sup> June 16	£5,241.44

**b)** Payments in -

Welbourn Parish Council (contribution to Beacon)	£150
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**c)** Payments to be made

Glendale Countryside (grass cutting)	£117.05
Simpson Arboriculture	£420.00
LALC (Training Event for Councillor McLusky)	£24.00
H Proctor (Clerk's salary)	£278.09

Clerk's Expenses £60  
PAYE £69.40

Ms M Nelstrop proposed that the payments be made. Mrs K Willgoose seconded the proposal. All members were in agreement.

**d) Acceptance and signing off of External Audit**

Ms M Nelstrop proposed that the External Audit be accepted. Mr G McLusky seconded the proposal. All members were in agreement. The chairman signed the appropriate section.

**8. Police Report**

One theft – Main Road in tubs stolen from outside Post Office.

**9. County and District Council Reports**

District Council – Mrs Overton's Report available on line.

County Council Report – Mr R Phillips reported:

**a) Police/Crime Commissioner has been elected**

**b) County Council are moving forward on Devolution proposals to create one overall area with an elected Mayor.**

**c) Announcement of proposals for a new central site for all Emergency Services (Police/Fire/Ambulance) on current Fire Service site opposite South Park.**

**d) Changes in structure of Highways – Paul Little appointed overall Officer in charge. Highways Field Officer for our area is currently on sick leave.**

**10. Consideration of matters of Correspondence**

LALC bi monthly News/Report.

**11. Update on progress of grant applications**

Mr O'Brien reported that response is still awaited from War Memorial Trust representative to visit the site.

Application for the Fountain – ongoing.

**12. Report, discussion and action following Parish Walk**

Quotes to be sought for following works:

Strimming grass verge from Quarry Lane to Troops Garage.

Cutting back overgrowing trees/vegetation from North Road to Pond Field entrance.

Work to keep Fountain area tidy

Work to remove tree branches overgrowing Fountain from School garden.

**13. Report regarding Playing Field lease**

Clerk reported on details of the terms of the lease concerning Playing Field. Clause 4 states that usage is for Sporting Activities only. Clerk reported that the Village Hall Committee have been reminded of these terms when booking events.

**14. Report/discussion regarding the Parish Field**

Clerk reminded Councillors regarding previous usage/renting of the Field (Agricultural Lease – two year period with 6 months in, 6 months out). Fences have now disintegrated and water can only be sourced by agreement with adjoining farm. It used to be cut during the summer but not for a couple of years. It is well overgrown with high amount of weeds.

Mrs Willgoose to approach local shepherd to explore possibility of using for sheep grazing.

**15. Grass verge cutting**

Dealt with in item 12.

**16. Matters for Urgent Discussion**

None.

There being no further business, the meeting closed at 9 15 pm. The next meeting will be held on Tuesday 12<sup>th</sup> July 2016

Signed Clerk:

Hilary Proctor.

Signed Chair:

J. L. Thudno