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TERRINGTON ST CLEMENT PARISH COUNCIL

**Minutes of the Terrington St Clement Full Council Meeting held in the Pavilion, Churchgate Way Terrington St Clement on Wednesday 20 November 2019 commencing at 7.45 p.m.**

**Attendance: With Councillor D Shepperson in the Chair there were present:**

**A Horton, G Moore, H Lewis, A Hodgson, J Cross, J Dickson, D Browne, P Gibbs,**

**B Cllr P Kunes 05 Members of the Public.**

**OPEN FORUM: -** A member of the Village Hall Committee asked if the Village Hall was on the Parish Council Asset Register.

A resident asked if footpaths could be provided in Chapel Road and the Salting’s.

**RESPONSE:** The Clerk advised that she was unsure if the Village Hall was a registered Parish Council Asset but Cllr J Cross advised that it was not on the Register.

The Chairman advised that the Parish Council had applied for funds under the Parish Partnership Scheme to provide TRODS for Chapel Road and the Salting’s and other areas in the village.

A discussion then followed with the Clerk trying to ascertain from Cllr J Cross (the former Clerk to the Council and also a member of the Village Hall Committee at the time of the Lease between the Village Hall and the Parish Council was agreed) why the Parish Council would take responsibility of the Lease as Trustees if the Parish Council did not own or have it as a recorded Asset.

Cllr J Cross advised that he was unable to confirm the reasons why and or when the Parish Council made the resolution to do.

**AGENDA**

1. To receive apologies and reasons given.
2. Declarations of Interest for the agenda items and written requests for Dispensations for DPI’s and

grants of requests as appropriate

1. To receive written reports from County and Borough Councillors to be taken as read.
2. To resolve to approve the minutes of the meetings held on 16 October 2019
3. To receive the Clerks Report on Matters Outstanding.
4. Chairman’s Report
5. Financial Matters

a) To resolve to approve the Invoices for payment and Bank Reconciliation as per the Financial

Report as recommended by the Finance Committee

1. To resolve to consider and approve a Grant Request from The Terrington Community Fund for the

Christmas Light Switch- On Event.

1. To resolve to approve quote for provision of footway to office, removal of seats and plinth for

new picnic table.

1. To resolve to approve the payments approved by the AB Cave Committee
2. Correspondence
3. **To receive general correspondence as per the Distribution List e-mailed to all Cllrs prior to the**

**meeting.**

1. To resolve to amend the Remit of the Building Refurbishment Committee.
2. To resolve to form a Community Hub Feasibility Study Working Party.
3. To resolve to approve the Remit for the Community Hub Feasibility Study Working Party
4. Members Comments -To receive any comments from members of the council and requests for matters to be placed on the next agenda. No resolutions may be passed under this item.
5. **To resolve to go into closed session if required in accordance with the Public Bodies (admissions to meetings) Act 1960. Should this resolution be passed the public and press will be required to leave the meeting at this stage.**
6. To resolve to discuss outstanding legal matters.

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**Due to the absence of the Chairman and Vice-Chairman Cllr D Shepperson was elected to Chair the**

**meeting. Proposed: Cllr G Moore, seconded Cllr H Lewis**

1. **TO RECEIVE** **APOLOGIES FOR ABSENCE**

Apologies for absence and reasons given were received from Cllrs D Hillier, D Means, M Howling, G Girdlestone and T Hunt. C Cllr S Squires

1. **TO RECEIVE DECLARATIONS INTEREST AND DPIs**

No Declarations or DPIs were received.

1. **TO RECEIVE WRITTEN REPORTS FROM BOROUGH AND COUNTY COUNCILLORS.**

B Cllr P Kunes advised that he had been informed that the BCKLWN were having problems with regard to burial provision with regard to new cemeteries due to the highwater levels and it would be difficult to provide burial sites in the District in the future.

1. **TO RESOLVE TO APPROVE THE MINUTES OF THE MEETING HELD ON 18 SEPTEMBER AND 16 OCTOBER**

**2019**

**Action: The council resolved to approve the notes of the Ordinary Meeting held on 18 September 2019 and 16 October 2019 as a true record of the meetings. The minutes of 18 September 2019 had been amended due to a paragraph numbering error and confirmation that no information had been omitted.**

1. **TO RECEIVE THE CLERKS REPORT**

The Clerk advised that:

* The litter bins and cigarette box had been received and would be installed once the plinths had been installed.
* There had been further vandalism to equipment in the toddler’s area and anti-social behaviour
* The kitchen refurbishment and door installation would be completed during the week of 02-09 December 2019 and the pavilion would be closed to all users during this period.

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**6. CHAIRMAN’S REPORT**

The Chairman advised that he had no matters to report.

**7. FINANCE MATTERS.**

**a) To resolve to approve the Invoices for payment and Bank Reconciliation as per the Financial Report**

**recommended by the Finance Committee.**

Cllr J Cross advised that he had checked the invoices, cheques and Bank Statements at the Finance Meeting and G Moore, D Shepperson and A Hodgson had also checked them.

**Action: The council resolved to approve the invoices for payment.**

**The Clerk advised that all invoices, bank statements etc., were available for any member of the council or**

**any member of the public to inspect if they wished to do so.**

1. **To resolve to consider and approve a Grant Request from The Terrington Community Fund for the**

**Christmas Light Switch- On Event.**

**Action: The Council resolved to approve a one-off grant of £1724.00 for the event following the cancellation of the Extravaganza on condition that the TCF advertise that the Parish Council sponsored the event.**

1. **To resolve to approve quote for provision of footway to office, removal of seats and plinth for**

**new picnic table.**

**Action: The Council resolved to approve the quote for the works for a total of £1987.20**

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1. **To resolve to approve the payments approved by the AB Cave Committee**

**Action: The Council resolved to approve the payment of the AB Cave Grants for a total of £217.50 which equated to 29 payments of £7.50.**

1. **CORRESPONDENCE**
2. **To receive general correspondence as per the Distribution List e-mailed to all Cllrs prior to the**

**meeting.**

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| BCKLWN | MAYOR DESIGN AWARDS | No action Required |
| RESIDENT | SETTING UP OF MEN’S SHED | Action: Advise that at present there are no suitable venues available in the village |
| CLLR SQUIRES | UPDATE | No action required |
| TERRINGTON COMMUNITY FUND | GRANT REQUEST – ITEM 7 b. ON THE AGENDA |  |
| B SCOTT | LETTER OF RESIGNATION FROM PC. | Action: Clerk to advise BCKLWN of the vacancy |

1. **TO RESOLVE TO AMEND THE REMIT OF THE BUILDING REFURBISHMENT COMMITTEE.**

**Action: The Council resolved to amend the remit of the Committee to remove the Feasibility Study authorisation.**

1. **TO RESOLVE TO FORM A COMMUNITY HUB FEASIBILITY STUDY WORKING PARTY.**

**Action: The Council resolved to forma Community Hub Feasibility Study Working Party.**

1. **TO RESOLVE TO APPROVE THE REMIT FOR THE COMMUNITY HUB FEASIBILITY STUDY WORKING**

**PARTY**

**Action: The Council resolved to adopt the draft remit for the community hub feasibility study**

**working party. Cllrs D Brown, D Means, J Dickson, A Horton and D Hillier to represent the Council.**

**Cllrs D Hillier, J Dickson and A Horton were authorised by the Council to confirm a meeting with the Marshland St James Village Hall Committee to discuss the way forward and for advice and report back to Full Council prior to calling a meeting of the Working Party.**

1. **MEMBERS COMMENTS**

Cllr A Hodgson reported pooling of water adjacent to the Co-op in Wesley Road

Cllr G Moore advised that a car had been abandoned in Marshland Street and the central reservation lighting on Sutton Road was out.

Cllr H Lewis advised that he had attended a Speed Reactor Course and advised that there would be an updated camera which recognised persistent speeding offenders and it had achieved a 75% success rate near to Heathrow Airport.

Cllr A Horton asked if there had been any progress regarding the pavilion drainage.

Cllr D Brown advised that he would speak to the contractor to gain more information.

Cllr A Horton advised that the parking and turning area in the Millennium Wood had been completed but someone had removed the posts and then drove their vehicle all over the grass area which was disappointing. He also requested that provision of additional street lights be placed on the next Agenda because the village was too dark.

Cllr P Gibbs advised that the Community Warden had visited Perkins Field with regard to dog fouling in the area and she advised that all residents should report any dog fouling to the BCKLWN Community Warden.

1. **TO RESOLVE TO GO INTO CLOSED SESSION**

**Action: The Council resolved that there was no requirement to go into closed session.**

**The meeting closed at 9.25 p.m.**