

ALLESLEY PARISH COUNCIL

Minutes of the PARISH COUNCIL MEETING held at 7:45pm
14th January 2019 at Bree Hall, All Saints Church, Allesley

Present: Councillor T Burton Councillor A Hobson
Councillor Mrs J Colledge Councillor Mrs V Parry
Councillor I Farrer Councillor L Swann (Chairman)
Councillor Mrs L Hegarty Councillor W Shakespeare

In Attendance: Jane Chatterton, Clerk & RFO

Ward Councillors: 0

Public: 1

Meeting Commenced at 7:45pm

218. PUBLIC FORUM

Litter Pick

Mrs Mandy Davies updated that a planned litter pick would take place on 17th February, volunteers were welcome.

Verge cutting

The timing of the verge cutting was raised.

ACTION: Clerk to contact CCC and request the cutting regime and timings.

219. APOLOGIES FOR ABSENCE

There were no apologies for absence from parish councillors.

Apologies for absence had been received from Coventry City Councillors, Councillors Birdi and Williams.

220. MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST

There were no declarations of interest.

221. MINUTES OF THE PREVIOUS MEETINGS

The minutes of the Parish Council Meeting held on 26th November 2018 were discussed.

RESOLVED THAT the minutes of the meeting held on 26th November 2018 be approved.

222. MATTERS ARISING

Councillor Glen Williams had provided an update on items discussed at November's meeting.

204. Proposed Cemetery

In reference to the cemetery discussed at November's meeting, Cllr Williams confirmed that it was intended to be a non-denominational cemetery for humans (not a pet cemetery).

211.1 Amazon

Cllr Williams would be interviewed on the radio later this week, talking about the issues with the Amazon lorries. The City Council had put up temporary signs around the village which, overall, had achieved some effect. Residents of Keresley were experiencing major problems with lorries now.

223. HIGHWAYS MATTERS209. Dead Oak Tree

Councillor Burton updated that this had been dealt with.

224. PLANNING MATTERS

Planning Applications received since the last meeting

Weekly list for the period 17 December to 21 December 2018

Nothing to note.

Weekly list for the period 24 December to 28 December 2018

Nothing to note.

Weekly list for the period 31 December to 5 January 2019**224.1 Application Number: OUT/2018/3447**

Application Site: Pickford House Cottage Pickford Green Lane

Proposal: Outline application for the erection of two dwellings with garages (all matters except access and layout reserved)

RESOLVED: No comment.

Weekly list for the period of 7 January to 11 January 2019

Nothing to report.

225. CORRESPONDENCE**225.1 Garden Party**

Correspondence had been received from WALC requesting nominations for attendance at the annual Royal Garden Party at Buckingham Palace on Wednesday 29th May 2019.

RESOLVED THAT Councillor Shakespeare complete the form and the form be returned to WALC for consideration.

225.2 Training Opportunity

There was a WALC training session being held on 3rd March 2019 - GDPR update.

RESOLVED THAT the Clerk book Councillors Mrs Hegarty and Colledge a place on the course (Councillor Shakespeare had also been registered to attend).

226. Finance

226.1 to approve payments: -

Cheque Payments (Current Account)				
Date	Reference	Payee	Details	Value
14.01.19		J Chatterton	Clerk Salary (Dec) PAID	
14.01.19		J Chatterton	Clerk Salary (Jan)	
14.01.19		J Chatterton	Reimbursement of Office 360 subscription (PAID)	£59.99
14.01.19		J Chatterton	Office Allowance (Nov & Dec) PAID	£40.00
14.01.19		DM Payroll Services	Payroll Provider (PAID)	£45.50
14.01.19		Freeola	Website (PAID DD)	£13.10
14.01.19		HMRC	Tax for Clerk (DD)	£217.40
14.01.19		J Chatterton	Office Allowance (Jan & Feb)	£36.00

226.2 Bank Reconciliation up to 31st December 2018The Bank Reconciliation up to the 31st December 2018 was discussed.

It was reported that:

Opening Balance 1 st April 2018	£12,695.99
Add Receipts up to 31 st December 2018	£9,599.00
Less: Payments up to 31 st December 2018	(£4,956.69)
Closing balance per cash book as at 31 st December 2018	<u>£17,338.30</u>

RESOLVED THAT the Bank Reconciliation up to 31st December 2018 be approved.**226.3 Quarterly Report up to 31st December 2018**The Quarterly report to up 31st December 2018 was discussed.**RESOLVED THAT** the quarterly report up to 31st December 2018 be received.**227. Connecting Coventry strategy**

The Clerk updated that she had been in conversation with Mr Colin Knight, CCC. It had been agreed that Mr Knight would attend a meeting in February.

RESOLVED THAT

- (i) The Parish Council meeting start at 7pm.
- (ii) Mr Colin Knight would attend a meeting at 7:45pm to speak with Allesley councillors only.
- (iii) A further public meeting would be arranged to take place at the earliest opportunity. This meeting would also include all local parish councils and be open to parishioners.
- (iv) Councillors forward to the Clerk questions and comments which would be collated and sent to Mr Knight prior to the meeting. This would enable him to attend the meeting prepared with the answers.

228. Governance

It was noted that there had been a review of the Policies listed below:

228.1 Financial Regulations

It was noted that there were no changes to the policy.

RESOLVED THAT the Financial Regulations be approved.

228.2 Financial Control Document

It was noted that there were no changes to the policy.

RESOLVED THAT the Financial Control Document be approved.

228.3 Asset Register

It was noted that there were no changes to the document.

RESOLVED THAT the Asset Register be approved.

229. Neighbourhood Plan

Discussion took place on the progress of the Neighbourhood Plan. Councillor Farrar updated that a lot of work had been completed, including vast amounts of the required paperwork.

The previously available funding source had been closed to applications, but this would be available again shortly.

It was noted that a team was required to drive the project further and without this the process could be progressed. The team needed to be made up of councillors, parishioners and stakeholders.

Councillor Mrs Hegarty offered to join the team and was happy to assist. (Councillors Hobson and Burton were also part of the NHP team).

RESOLVED THAT

- (i) The NHP continue to be developed.
- (ii) Information update meeting with Councillors Farrar, Mrs Hegarty and the Clerk be arranged.
- (iii) A team be established and a full meeting be arranged.
- (iv) Clerk to liaise with Berkswell Parish Council who had recently developed their NHP.
- (v) Clerk to establish when the funding applications started again.

230. Councillors Reports and Future agenda items

Neighbourhood Watch – agenda item for February's meeting.

Planning Complaint – chase response – agenda item for February's meeting.

Garden Waste

The issue with parishioners dumping their garden waste on the verges was a problem again on Oak Lane.

ACTION: Clerk to write to property owner.

231. Next Meeting

The next meeting was confirmed as 25th February 2019 at the earlier time of 7pm.

Meeting closed at 8:45pm

DRAFT