

**MINUTES OF FULL COUNCIL MEETING OF THE PARISH COUNCIL HELD ON
Tuesday 24th January 2023 at 7.00pm
Church Rooms, Deerleap Lane, Colbury**

Attending

Cllr Adrian Eyre, Cllr Caroline Hubbard (Chair), , Cllr Sue Robinson, Cllr Caroline Smith, Cllr Bobbie Torkington, Cllr Clive White (Vice Chair) Karen Cramoysan (Clerk),
3 Members of the Public

78 Apologies – Cllr Derek Tipp

79 Declarations of Interest - None

80 Public Participation – None

81 To Receive Minutes of the Full Council Meeting held on 15th November and 20th December 2022 - RESOLVED: Minutes of the Full Council Meeting held on 15th November (with amendments) and 20th December 2022 were received and signed by the Chair.

**82 Matters Arising
At Chair's discretion (if not covered by agenda below)**

Christmas Trees and Lights - The Chair thanked Cllr Eyre for co-ordinating the removal of the Christmas Trees and lights and also the Lengthsman Alf Baker and the other Councillors who were present on the day. Cllr Eyre asked if we could get some younger volunteers in to help with this years installation and removal, as the Lengthsman is in his 70's and constantly going up and down the ladders is quite strenuous on him. An article will be published in the magazine at the end of summer asking for some younger volunteers.

Left over logs in Recreation Ground – Cllr Torkington had not managed to speak to her contact regarding the removal of the leftover logs in the Recreation Ground. Cllr Nutburn is able to take some away and Cllr White will let his contacts know that the logs are available.

Neighbourhood Watch – The Chair has been asked by a resident if the Parish Council would consider taking on the co-ordinator role for Neighbourhood Watch. Councillors felt it was not feasible for the Parish Council to take on the role of Coordinator as we are in an Election year and already short of Councillors. It would need a nominated Councillor and no one was prepared to take on that responsibility. Councillors felt that the planning of social Events and other Committees was currently onerous enough and that accountability was an issue.

Cllr Keith Mans (HCC) suggested that the Clerk investigated whether any other Councils, Parish or District, had taken on this role and she will use the Clerk's Forum to ask the question. It was also agreed to put an article in next Month's Magazine to appeal for a resident to take on the role.

83 Reports**a. District and County Councillors**

Keith Mans – HCC – advised that the precept for HCC is still to be agreed although there will be an increase. Inflation is high and costs have gone up. HCC has its statutory duties to social care and with over half of the precept revenue generated going into this pot, trying to maintain the roads is a struggle. The recent weather has had an adverse effect on our roads and potholes are more prevalent. The Council has started doing temporary repairs to potholes usually within a day or so of the report and will return at a later date to do a more permanent repair. Cllr Mans advised that he still has a sum available in his Councillor Grants and is happy for us to approach him for a grant. This would need to be happy by the end of February 2023. Cllr Hubbard advised that the fire engine in the park is very old and could do with being replaced, Clerk will find out how much this costs.

Joe Reilly – NFDC – had nothing to report other than he had spent time in Ashurst last week delivering leaflets about the upcoming changes to Electors ID requirements. He asked what was happening about the replacement Ashurst & Colbury sign and gate and was advised that the sign should be ready around February and the gate has been ordered.

b. Committee Chairs/Working Parties –

Cllr Robinson advised that the Whartons Lane application has had another extension to 23rd January 2023. There has been no update on the Ashurst Hospital site application.

84 Clerk's Report

The Clerk advised that she had received a thank you letter from Ladies Probus for the £50 Grant Donation made to them in November.

Resident emails received this month included a complaint from a resident about dogs running at her and her husband in the park.

A letter has been received from NFNPA advising that the Public Air Raid Shelter situated at Ashurst Railway Station has been included as a local asset in the Local List project.

The internal Audit will be carried out on Thursday 26th January 2023.

85 Policy

- a. **Councillor Vacancy following Mike Thomas's Resignation – To Decide if the Council wishes to Co-opt a New Councillor and Agree Timescale for Co-option -**

RESOLVED: all Members agreed to Co-opting another Councillor. Closing Date for applications Monday 20th February 2023. Clerk to put a post on Facebook, website and noticeboards.

-
- b. **To Receive Annual Finance Risk Assessment**

RESOLVED: All Members received and approved the Annual Finance Risk Assessment.

- c. **To Receive Asset Register**

RESOLVED: All Members received the Asset Register – there are some changes to this following a clear out at Lok N Store over the Christmas period. Clerk to amend this and present again at February's meeting.

- d. **To Review and Accept New Policies – Co-option of Councillors and Internet Banking Policy**

RESOLVED: Both Policies were received and approved by all Members.

- e. **To Review Councillor Responsibilities List**

RESOLVED: It was agreed by all Members to removed Mike Thomas's name from the lists and to review again after the elections in May.

86 Community & Environment

- a. **Dogs off Leads in Whartons Lane Recreation Ground**

Following a complaint from a member of the public about a dog running at her and her husband whilst walking through the park, the Parish Council discussed what could further be done. This has been debated numerous times and comes back to the same conclusion. Insisting that dogs are kept on leads whilst exercising in the park penalises the majority of the well-behaved dogs and is unenforceable. Until the Parish Council has the appropriate funds to install new play equipment and look at fencing in the children's play equipment and a potential dog area, it was **RESOLVED:** that the Parish Council would look at ordering new signage and that the Clerk would contact the NFDC Dog Warden to enquire about wording on the new signs.

Cllr Robinson also advised that the Lengthsman needs to finish off dog proofing the fence as her dog nearly escaped out on to Lakewood Road recently. Item to be added to Open Spaces Agenda for the meeting on 14th February.

- b. **Summer Fete – To Arrange a Date and Working Party Members**

RESOLVED: This will be held on Saturday 9th September in Whartons Lane Recreation Ground. All Councillors have agreed to be part of this Working Party and the first meeting has been set for 2.30pm on Tuesday 31st January at St Josephs.

87 Finance

- a. **To Approve Online Payment Schedule dated 24th January 2023.**

RESOLVED: The Online Payment Schedule for 24th January was issued and approved by all Members.

- b. **To Ratify Approval of Online Payment Schedule dated 3rd and 20th January 2023.**

RESOLVED: The Online Payment Schedule for 3rd and 20th January was received and ratified by all Members.

88 a. To Receive Income & Expenditure Reports from 20th December 2022 onwards.

RESOLVED: The Income & Expenditure Reports from 20th December 2022 were received by all Members.

89 To Approve Expenditure of £XXX For New Chain of Office

- a. The Clerk presented all Councillors with three different designs prior to the meeting, Councillors had previously agreed design number 5 for the Chain of Office but wanted to remove "Chairman" from the pendant and insert "Chair" instead. Clerk has notified Fattorini of this and they will amend the design and quote for the revised Chain of Office. Item to be deferred to the February agenda.
-

90

Future Meeting Dates

Open Spaces Committee 14th February 2023, 2:30pm

Planning Committee 21st February 2023, 6:30pm

Full Council Meeting 21st February 2023, 7.30pm

Items for Next Agenda

- a. Chain of Office
Updated Asset Register
Summer Fete Working Party Meeting Update
Lengthsman Salary Increase
New Noticeboard in Recreation Ground
Village Design Statement
Dog Signage in Recreation Ground
-

91 Confidential Item

This did not get discussed as the information hadn't been received by the Clerk in time for the meeting. Item to be deferred to the February agenda.

Meeting Closed at 8.00pm