

MINUTES OF FULL COUNCIL MEETING OF THE PARISH COUNCIL

This meeting was held on at 7:00pm on Tuesday 18th April 2023
at Church Rooms, Deerleap Lane, Colbury

Attending: Cllr Caroline Hubbard (Chair), Cllr, Trevor Jakeman, Cllr Keith Nutburn, Cllr Sue Robinson, Cllr Caroline Smith, Cllr Esther Sutherland, Cllr Bobbie Torkington, Cllr Clive White (Vice Chair) Karen Cramoysan (Clerk), 3 Members of the Public

115 Apologies – Cllr Derek Tipp (NFDC)

116 Declarations of Interest - None

117 Public Participation – None

118 To Receive Minutes of the Full Council Meeting held on 21st March 2023 – **RESOLVED:** Minutes of the Full Council Meeting held on 21st March 2023 were received and signed by the Chair, proposed by Cllr Smith and Seconded by Cllr Robinson.

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

Councillor Hubbard started by congratulating the Clerk on passing the FILCA examination, and also thanked the Clerk for organising the installation of the gate on the A35, goalpost repair and noticeboard installation which had happened over the Easter Weekend.

The Parish Council has received an emailed Grant Request from two local residents to enable them to purchase bunting and decorations for the Coronation Picnic that they are organising for all Ashurst residents at St Josephs on 8th May. As the request came into the Clerk after the agenda was published, and the timescale, it was **AGREED & RESOLVED** by all Councillors to award them £50 and ratify this decision at the May meeting.

Councillor Hubbard also mentioned that she had been handed a large folder containing drainage plans covering the whole of Ashurst just before the meeting by a resident. These have been passed to Councillor White who will look at these over the next couple of days and it was agreed that Councillors Nutburn and Jakeman will form a Working Party to review where the problem drains lie underneath the Recreation Ground.

An item will be put on the May agenda to discuss this further.

120 Reports

a. District and County Councillors

Keith Mans – HCC – said that he didn't have a lot to report as no decisions are being made due to the 'purdah' period before the elections. He reported that the County Council are concentrating on making temporary repairs to the many potholes around the County.

Joe Reilly – NFDC – advised that whilst he was canvassing for the local elections, he had been asked by several residents why their precept to the Parish Council had increased. After discussion with the Chair and Vice-Chair, it was suggested that an article was put into the next Parish Magazine informing residents why this happened.

b. Committee Chairs/Working Parties –

Councillor Robinson advised that the Whartons Lane application has had yet another extension to 28th April 2023 and the Ashurst Hospital site application has been extended to 30th April 2023. Councillor Robinson will write to Natalie Walter at NFNPA to ask if there is any reason for the hold up.

Signed:

121 Clerk's Report

The Clerk advised that she has passed the FILCA examination and starts CILCA on 20th April 2023.

There had been a problem with the allotments padlock, some people were unable to gain access to the allotments. After several trips to the Locksmith with the lock, this was confirmed that the lock was not faulty, but the keys were worn. New keys given to the affected residents and they are able to gain access again.

The Lengthsman has confirmed that the water feeding the troughs has been turned back on.

The Clerk also advised that she still has to order the new signage for the Recreation Ground.

122 Policy**a. To Formally Welcome Cllr Esther Sutherland onto the Council**

RESOLVED: Councillor Sutherland was welcomed onto the Council.

b. Parish Council Elections 4th May 2023

The Clerk congratulated all Members on an un-contested election and looks forward to working with them all over the next 4 years.

123 Community & Environment**a. To Consider Proposed Fencing for Play Area in Recreation Ground**

RESOLVED: The Clerk presented Members with the final quote received. Whilst on site, Councillor Torkington suggested moving the small slide over to where the swings are situated and asked the contractor to quote for fencing this area in; the new Fire Engine could be installed in this area also.

As the other two contractors haven't quoted for this new area, the Clerk will contact them and ask them to quote – item deferred to the May meeting.

b. Summer Fete Working Party Update

Cllr Robinson advised that Working Party Meeting are progressing well and they now have a draft timetable. Stallholders are still needed for the event and the Clerk will put out a notice on Facebook.

The next meeting is being held on Wednesday 26th April 2023.

c. New Noticeboard, Repair of Goalpost and Installation of New Gate on A35

The Clerk confirmed that the repair and installations had been carried out over the Easter weekend. The sign makers have been contacted to confirm that the gate is now insitu and they will measure up for the sign to be fitted.

Councillor Hubbard asked the Clerk to pass on thanks to the contractor.

d. To Ratify Decision to go ahead with the Quote of £1980.00 from A Frost Designs for Replacement of Fire Engine in Park

RESOLVED: All Members agreed to the expenditure of the new Fire Engine. Clerk has spoken to the contractor to advise that this will be part-funded by a grant from Cllr Mans and will need to wait for the next funding window to open after the elections. She will then go ahead and instruct them to start work.

Clerk also to contact contractor about the possible location change of the equipment.

124 Finance**a. To Approve Online Payment Schedule dated 18th April 2023.**

RESOLVED: The Online Payment Schedule for 18th April 2023 was approved.

b. To Ratify Approval of Online Payment Schedules for 30th March & 15th April 2023.

RESOLVED: These were presented to Councillors and all Members ratified the expenditure. It was noted that the ink cartridges were very expensive and Councillors asked the Clerk to look into either having a contract with HP for cartridge replacement or refilling the existing ones.

Councillor Robinson will let the Clerk know the name of the company she uses.

c. To Receive Income & Expenditure Reports from 21st March 2023 onwards.

RESOLVED: The Income & Expenditure Reports from 21st March 2023 to 31st March 2023 were received and agreed by all Members. As the Clerk has not closed down the accounts package for the 2022-2023 financial year, she was unable to produce payments from 1st April 2023, but these were shown in the agenda pack on the authorised payment schedules for 15th April 2023.

d. To Receive Q4 Bank Reconciliation

The Bank Reconciliation for Q4 was received by all Members. It is still showing as mins 53p for the Natwest account. Clerk explained that she is still having problems with Natwest and getting the account address changed over to her home address. The previous Clerk has confirmed that she has not received any bank statements since last summer which was the last statement received by the Clerk.

e. To Consider Expenditure for the Upgrade of Defib Cabinet

RESOLVED: All Members agreed the expenditure to upgrade the Defib Cabinet. Clerk will need to contact the new owners of Co op for permission to upgrade the electrics to the cabinets.

f. To Consider Expenditure for a gift for the Retired Magazine Distributor

RESOLVED: All Members agreed to purchasing a £25 gift hamper from Longdown to present to the retired main magazine distributor. Funds for this to come out of Chairs Allowance.

g. Magazine – Update

Councillor Torkington advised that her and Councillor White have been chasing the outstanding payments from advertisers and these will have been received in the bank account by the time of the May meeting. They will then be able to give a clearer update of the finances of the magazine and discuss a price increase if necessary.

Item deferred to the May agenda.

125 Future Meeting Dates**a. Planning Committee 16th May 2023, 6:30pm**

Annual General Meeting 16th May 2023, 6:45pm

Full Council Meeting 16th May 2023, 7.15pm

Meeting Closed at 8:32pm