

## **Minutes of the Monthly Meeting of Stockton Parish Council held in the Village Hall, Stockton, at 7.15pm on 16<sup>th</sup> July 2018**

**Those present: -**

Parish Councillors: Cllrs.: H.Collerson, J.Emberton, C.Millidge, H.Kittendorf, W.Rumsey, and T.Warner

District Councillor:

County Councillor:

Public: 5 members of the public

### **Item 1. Open Forum**

*Gas substation:* A member of the public noted that the sub-station is now overgrown and encroaching onto adjacent gardens and asked whether the Parish Council could find out who owns the sub-station to have it tidied. The Chairman in reply stated that the sub-station is owned by Caden who manage it for British Gas, and that the company has been contacted about the state of the site, and a work order has been raised by Caden to have the site cleaned and tidied. The parish Council also determined at a previous meeting to ask Caden to properly fence the site and if they agree the Council will take charge of maintaining the grass area around the fence.

There being no further issues, the open forum was closed.

### **Item 2. Apologies for Absence**

Parish Cllrs.

District Cllr:

County Cllr: Cllr.A.Crump

### **Item 3. Acceptance of Apologies from Parish Councillors**

All members were in attendance

### **Item 4. Declarations of Interest**

There were no declarations of Interest

### **Item 5. Minutes of the annual meeting held on the 18<sup>th</sup> June 2018**

These minutes having been previously circulated, it was proposed by Cllr. Kittendorf and seconded by Cllr.Millidge that they be accepted as a true record - **This motion was unanimously agreed.**

### **Item 6. Matters arising from the minutes of the 18<sup>th</sup> June 2018**

*Pavements:* It was noted that although the pavements have been marked for repair it is unclear when they will be completed, the Chairman is meeting with P.Byrne of the Highways Department tomorrow 17<sup>th</sup> July 2018 and will ask him when the repairs will be completed.

### **Item 7. Planning Matters:**

a. New Planning applications

b. Planning Decisions by District Council or County Council

Cllr. Rumsey noted that she has received complaints from residents about the building materials and equipment left on the St. Michaël's Crescent garage site. The Chairman has been in touch with the owner who indicated that he is appealing the refusal of planning

permission by Stratford District Council for the planning applications at the site. The materials and equipment are being stored on site prior to the commencement of work at another site, and the Chair will contact the owner indicating that the site must be secured for safety reasons especially as the school holidays are about to commence

#### **Item 8. Financial Matters**

It was proposed by Cllr. Kittendorf and seconded by Cllr. Millidge that all invoices shown in the July 2018 Agenda Appendix 1 be paid - **This motion was unanimously agreed.**

#### **Item 9. Correspondence and Reports**

There was no correspondence for consideration

#### **Item 10. Finance & Strategy Group**

There were no items for discussion

#### **Item 11. Amenity Group**

The Amenity group met on Monday 9<sup>th</sup> July and it was noted that a map of the public footpaths would be desirable. The Clerk is to look at the agreement with Ordinance Survey to see if this is feasible or whether due to the size of such a map an electronic link would be appropriate.

The Amenity group and the Clerk and Chair met with the Wicksteed representative at the playing field on Wednesday 11<sup>th</sup> July to look at possibilities for the playing field when the lease is signed. The representative agreed to draw up a "dream scheme" for the field that could be implemented in stages as funds permit.

#### **Item 12. Correspondence not passed to Action Groups**

There were no items for discussion

#### **Item 13. Ongoing References**

*Website:* It was noted that emails from the Clerk are not reaching Cllrs, the Clerk will contact Edge IT Systems to resolve this.

*Memorial Field:* Cllr. Emberton noted that the hedge is overgrown with brambles growing throughout, and that trees within the hedge are overgrowing the garden at number 14. After discussion it was determined that the Chairman will contact all those concerned pointing out that the Parish Council wishes to formally lay the hedge in November, and that Tom Rogers will be asked to look at the trees to determine what could be done.

#### **Item 14. Removal and Additions to Ongoing References.**

*Additions:* It was determined to add Cemex to the list of ongoing references

#### **Item 15. Parish Council Calendar Actions**

*Monthly budget monitoring:* The budget monitoring spreadsheet was shown to Cllrs with no outstanding issues and approved

*Audit of grass cutting:* It was noted that the village mowing was up to the standard

*Safety audit of cemetery and playing field:* This will be undertaken in the week commencing 23rd July 2018.

#### **Item 16. Parish Council Policies**

The following policies were reviewed and it was proposed by Cllr. Emberton and seconded by Cllr. Kittendorf that they are approved – **This motion was unanimously agreed**

- **Communications Policy**
- **Community Engagement Policy**
- **Complaints Procedure**
- **Equal Opportunities Policy**

- **Grant Awarding Policy**
- **Guidance on Broadcasting Meetings**
- **Reserves Policy**
- **Risk Management Policy**
- **Risk Assessment Schedule**
- **Purchasing Policy**
- **Retention of Documents Policy**

**Item 17. Training and Meetings**

There were no training issues

**Item 18. District Council issues**

There were no issues for consideration

**Item 19. County Council issues**

There were no issues for consideration

**Other Issues for information only**

*Overgrown Hedge in St. Michaël's Crescent.* It was noted that an overgrown hedge in the crescent cannot be cut back because a van is parked in front of it

*Road to cemetery:* It was noted that there is another overgrown hedge along this road.

*Letter from D.Tuck:* the letter was read and after discussion it was agreed that a letter would be sent to Ms.Tuck

*Armistice Day:* The Chairman noted that other village bodies may wish to commemorate. It was noted that memorial bench could be placed near the memorial, the Clerk will look at options.

**There being no further business the Chairman closed the meeting at 8.30pm.**