

BRADMORE PARISH COUNCIL

Minutes of the Annual Parish Council meeting held in the
Community Hall at 7:00 pm on Wednesday 2nd May 2018

Present: Councillor R Colwill (Chair and Footpath Warden)
Councillor F Cattell (Snow Warden)
Councillor M Curran
Councillor R Adair (Vice Chair)
Councillor J Aspin
Councillor S Maxwell
Councillor J Nathanson
R Hague (Clerk)

- 1 APOLOGIES: None
- 2 DECLARATIONS OF INTEREST (Personal and Prejudicial)
Declaration of Interest from Cllr M Curran for planning application 18/00466/FUL - 44 Farmer Street and from Cllr J Nathanson for planning application 18/00509/FUL - 128 Loughborough Road.
- 3 OPEN SESSION: No attendees
- 4 ELECTION OF OFFICERS
Chair: Cllr R Colwill was proposed by Cllr M Curran and seconded by Cllr S Maxwell.
Vice-Chair: Cllr R Adair was proposed by Cllr R Colwill and seconded by Cllr F Cattell.
Snow Warden: Cllr F Cattell nominated by Cllr R Colwill.
Footpath Warden: Cllr R Colwill nominated by Cllr M Curran.

The Council were all in agreement with the above proposals. Cllr R Colwill signed the Declaration of Acceptance of Office form as elected Chair.
- 5 MEMBERS' REGISTERED INTERESTS
Councillors were reminded to contact Rushcliffe Borough Council with any changes, a copy should also be given to the Clerk. Cllr S Maxwell to complete a copy for the Clerk as no record on file.
- 6 MINUTES OF THE MEETING HELD ON WEDNESDAY 7TH MARCH 2018
The Minutes of the meeting held on Wednesday 7th March 2018 were approved and signed by Cllr R Colwill. Proposed by Cllr R Adair, seconded by Cllr M Curran.
- 7 REVIEW OF STANDING ORDERS
Prior to the meeting the Clerk had circulated revisions to the Standing Orders. The Council agreed to adopt the Model Standing Orders 2018, proposed by Cllr R Adair, seconded by Cllr F Cattell.
- 8 RISK ASSESSMENT AND FINANCIAL CONTROL
The Internal Financial Control form and Risk Assessment were approved and signed. Clerk gave Chair the USB memory stick with back up of annual documents.
- 9 GDPR
Draft documents had been circulated prior to the meeting and the Data Map, Records Retention Policy and Data Protection Policy were all agreed and adopted. All Councillors and Clerk completed a Security Compliance Checklist form.

A draft email had been circulated to Councillors. After minor amendments it was agreed this would be sent by the Clerk to the newsletter mailing list following the Residents Meeting on 10th May.

It is compulsory for the Parish Council to register with the ICO. Currently the annual cost is £35. The Council were in agreement, proposed by Cllr R Adair, seconded by Cllr R Colwill. Clerk to arrange.

It was noted that GDPR was an ongoing process and needed to be kept under review so would remain an agenda item at subsequent meetings.

10 FINANCE

The amended Budget 2018/19 and Annual Accounts for 2017/18 had been circulated prior to the meeting and were agreed and signed.

The insurance renewal had not been received so quotes would be circulated electronically before the next meeting.

The Council approved the following payments:

02.05.2018	Bradmore Methodist Church	Room Hire 02.05.2018	£22.00
02.05.2018	PCC St Mary's Bunny	Room Hire 10.05.2018	£20.00
02.05.2018	Bradmore Methodist Church	Room Hire 09.06,2018 (Dolphin Morris)	£22.00
02.05.2018	R Hague	Black printer ink	£10.57
02.05.2018	D Dixon	Payroll 2017/18	£40.00
02.05.2018	D Dixon	Internal Audit Fee	£40.00
02.05.2018	ICO	Registration Fee	£35.00

After the payments above this would leave a balance of £5702.80 in the Deposit Account and £3175.51 in the Community Account, the Council approved the transfer of £2500 from the Community Account to the Deposit Account.

Following a review the Council agree to an updated Asset Register which values the Council's assets at £6927.

11 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN – SECTION 1

The Annual Governance Statement 2017/18 was agreed and signed.

12 INTERNAL EXAMINERS REPORT

The Internal Examiners Report was read out.

13 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN – SECTION 2

The Accounting Statements 2017/18 were agreed and signed.

The Certificate of Exemption was completed by the Chair and Clerk.

14 ANNUAL RESIDENTS' MEETING/EARMARKED RESERVES

Agenda for the meeting agreed, clerk to circulate. Cllr R Colwill listed the proposed projects which would be taken forward to the meeting and the criteria for selecting these. The alternative option is to freeze/reduce the precept which would result in a small reduction in each resident's Council Tax.

15 PLANNING

18/00898/AGRIC Barn Farm, Flawforth Lane, Ruddington
Erection of agricultural building for storage of farm agrochemicals.

Parish Council to object due to piecemeal development and inadequate screening.

18/00860/LBC and 18/00858/FUL The Maltings, Tofts Farm, Farmer Street, Bradmore
Single storey side extension.

Parish Council to object on the basis this is a Grade 2 listed building and the proposed development is not in keeping with the local environment.

18/00509/FUL 128 Loughborough Road, Bradmore

Two storey side extension, single storey rear extensions, and loft conversion with internal alterations.

No objection (PC) – Decision Pending

18/00466/FUL 44 Farmer Street, Bradmore
 Single storey side extension, pitched roof over existing garage and new canopy over front door.
No objection (PC) – Decision Pending

18/00340/VAR QD Commercial Group Holdings Ltd
 Vary condition 2 of planning permission 17/00093/FUL to alter position of café at Cherry Lane Garden Centre, Pendock Lane, Bradmore.
No Objection (PC) – Decision Pending

16 CORRESPONDENCE

Correspondence was circulated to the Councillors prior to the meeting.

Dolphin Morris Men are dancing in the village on the 9th June. The Parish Council agreed to pay for the Hall hire and Jaqui Nathanson to arrange the refreshments. Clerk to liaise over numbers.

Thank you card read out from M Mills.

The agreed pay scales for Clerks for 2018/19 had been received.

Email received from NCC regarding the provision of a footpath link to Cherry Lane Garden Centre - this had previously been considered by the Highways Authority but the narrow verge width means it is not feasible to construct one which confirms to the correct specification.

The National Rural Crime Network is currently undertaking its rural crime survey for 2018. The survey can be completed at <http://www.nationalruralcrimenetwork.net/research/internal/2018survey/>

17 FOOTPATHS

Broken plank next to stile 5B. Full report to be available at Residents Meeting.

18 AMENITIES

Monica Mills will continue to maintain the flower bed on the A60 and be in charge of the collection tin on Remembrance Sunday and updating the Village Info.

Cllr Colwill to empty the salt bin and refill with 7 bags from M Mills' house.

Daffodils to be on the agenda at the July meeting as several areas now have no daffodils.

Cllr S Maxwell to update the New Residents letter to include Cllr R Colwill's contact details.

Surface water/drainage problems on Far St., ST Water have been out and suspect this is a natural spring. Clerk has contacted Mick Greenaway but has had no further response.

A Tree Planting Fund is available.

Clerk to investigate costs and feasibility of having a bin on Pendock Lane.

Blocked ditch over flowing by the garden centre – Clerk to report.

19 DRAFT AGENDA (4TH JULY)

To include - Efficient Use of Clerk's Time

15 DATE OF NEXT MEETING

Annual Residents Meeting 7.00pm 10th May 2018 and Parish Council Meeting 7.00pm 4th July 2018.

Meeting closed at 9.02 pm

Signed:

Dated: