

CUDDINGTON PARISH COUNCIL
DRAFT MINUTES OF THE MEETING OF THE PARISH COUNCIL
HELD ON WEDNESDAY, 3RD JUNE, 2009

PRESENT: Cllrs Sherry Scott (SS), Frank Crowdy (FC), Jim Hayward (JH),
Stephen Turner (ST), Jennifer Schram de Jong(JSJ) Michael Edmonds
(AVDC/BCC), David Smith (AVDC) and Penny Carlton, Clerk to the PC.

Action Points highlighted

Parishioners Question Time- none.

1. Apologies for Absence

Cllr Michael Pegge. Cllr JH would be arriving late.

2. Minutes from previous meeting

The Minutes of the meeting were accepted as a true record and were duly signed by the Chairman.

3. Matters Arising

Item 3:14: Clerk has sent letter to Parishioner concerning reinstatement of Green following building works.

KB: Grass needs cutting up to edge of Green.

SS: Simon Brown has said he would quote for reinstating Green.

Item 5:14: Clerk contacted BCC and they have agreed to provide three bins at no cost to the PC.

Item 14: KB awaiting a response from Sue Goldbrun regarding locations of litter bins.

Item 16: Clerk reported that PC is covered for Libel up to £250,000.

Item 19: JH:Filing Cabinet in Bernard Hall is in hand. KB to speak to Mr Anderson and thank him for holding the planning applications, the plan is to store them in the Bernard Hall.

ACTION: Clerk to circulate list from BALC regarding retention of documents by a PC.

JH arrives.

4. Declaration of Interest

ST and SS declared interest in planning application for Tyringham Hall, SS left room when application was discussed and ST took no part in discussion.

5. Planning Applications

09/00773/APP and 09/00774/ALB – Tyringham Hall, Lower Church Street

Single storey rear extension to form garden room

PC had no comments

09/00976/ATC – Heathfield, Frog Lane

Felling of Leylandii
PC had no comments

09/00484/APP and 09/00484/ALB – The Pitchings, Spurt Street

Permitted

Single storey rear extension and new 900mm high retaining wall

6. Correspondence

SS reported on:

Letter from Peggy Cattell thanking PC for their donation to village voice.
The donation will be acknowledged in the July edition.

JSJ: War Memorial Trust confirmed that they paid the grant to the PC in November last year, JSJ has formally thanked them on behalf of the PC.

PC thanked JSJ for her work in getting War memorial restored and thanks to JH for the planting of the flowers around the memorial.

7. Finance

a) Signing of Statement of Accounts and Annual Governance Statement for Audit.

(b) Orders for payment:-

The following orders of payment were approved:

Clerk's salary – May (20 hours)	£193.71
SLCC – Clerk's Membership Renewal	£72.00
Playground Facilities – New equipment	£3995.88

As there is still a problem with contractors leaving rubble/soil in the play area the PC resolved to approve the payment but the cheque will not be sent until the site is cleared. **ACTION: Clerk to oversee this.**

The following payments were made and will be put on the Orders for Payment next month.

Bernard Hall – hall hire	£87.00
Arborite Landscapes – Playground maintenance	£48.00
Penn's Flowers – Bedding plants	£77.13
British Gas- Gas meter installation	£223.08

The following payments were paid at the May meeting of the PC but were not on the Orders for Payment.

Simon Brown – Grasscutting	£200.00
Norwich Union- Insurance Renewal	£974.52

(c) Revised Budget - Date to be set for meeting

9. Contract of Employment.

JSJ will type up on behalf of PC a draft contract of employment, this will be passed to the Clerk for comments. **ACTION: Clerk to produce job description and forward to JSJ.**

10. Peacocks in village

JSJ has spoken to the Environmental Health Officer, there is nothing AVDC can do. The PC resolved that the matter be closed.

11. Playing Fields

JSJ: Have received quotations for installation of Clubhouse cellar cooling system, after discussion, PC resolved unanimously to accept the quote from W M Air Conditioning for £1895.

British Gas has advised the start date for gas to be connected to Pavilion is 22nd June and will take approximately 2-3 days. **ACTION: JSJ to notify residents in the immediate area of the works.**

DS and ME arrive.

8. Contribution from County and District Cllrs.

ME: Building of theatre is progressing well.
Pathfinder Agreement is progressing.

12. Playground

Nothing to report.

13. Traffic Action Group

KB: The Vehicle activated sign on Dadbrook has not been working due to being covered by trees. Dave Sharply and KB have cut back branches and the sign is now working.

PC thanked DS and KB for their work.

14. Website

ST has circulated information to Cllrs concerning the Website. The PC is to formally agree a policy on the Website. A draft letter of appointment has been drawn up between PC and Box Com, **ACTION: ST to show draft appointment to June Jones for her comments and will report back at next months meeting.**

Thanks to ST for his work.

15. Any Other Business

ST: Road sweeper came round village between 7 and 8am whilst there were a number of cars still parked there so roads were not swept adequately.

ST: Can AVDC grass contractors be asked not to strim the verge in Holly Tree Lane until July.

ACTION: Clerk to speak to Tim Clark.

KB: Report that Footpath 17 is virtually impassable. There has been a tree blocking it for 3 months.

SS expressed concern over erosion of banks by river which is making it difficult for dogs to climb out of river.

ACTION: SS to look into the blockage of footpath 17 and will contact the River Authority concerning the erosion.

JSJ: Complaint from resident concerning a car that has been parked across driveway. Advise householder to contact local PCSO concerning parking issues.

PC set date for Annual Parish Meeting in 2010, this will be taking place on 21 April 2010. **ACTION: Clerk to book Bernard Hall.**

The next meeting of the Parish Council will be taking place on Wednesday 1st July 2009 at 8pm.

The meeting closed at 10.20pm.