

THORPE WILLOUGHBY PARISH COUNCIL

Minutes of the Part I Meeting of Thorpe Willoughby Parish Council held at 7.30pm on Monday, 17 June 2013 at St Francis Church, Thorpe Willoughby, Selby.

In attendance: 2 Members of the Public were present
Mr S Peters – Clerk to Thorpe Willoughby Parish Council

Present: Cllrs Parkinson (Vice-Chairman), Heyes, Burnell, Lunn, Noble, Pearson, Guest & Lawton.

13/18 To Receive Apologies for Absence and any Declarations of Interest

The Vice-Chairman welcomed all to the meeting. There was one apology from Cllr Dowell (On Holiday), and no declarations of interest given.

13/19 Public Session

- a). Marie Clegg: Nothing to say.
- b). Christine Connell: Nothing to say.

13/20 To Receive Reports from Councillors and Community Police

Community Police – In Cllr Dowell's absence Cllr Mrs Burnell informed everyone that she had seen more police around the village recently and that there had been a small spike of activity concentrated around a few particular streets.

Cllr Mrs Guest said that she had noticed a police helicopter flying around a lot recently.

Cllr Pearson – Nothing to report.

Cllr Lunn – Nothing to report.

RESOLVED: That the above information be noted.

13/21 To Confirm the minutes of the Annual Parish Council Meeting held on 13 May 2013 as a true and correct record

RESOLVED: The minutes were accepted as a true and correct record of the meeting.

Prop. Cllr Mrs Burnell Sec. Cllr Lunn

13/22 To Receive Items for Discussion and Decide further action where necessary:

- (a) Xmas Tree – Update (Chairman/Vice-Chairman) – to discuss Donations/CEF
The Vice-Chairman updated everyone on the progress of the bid:
 - The bid was finished and on time
 - The wooden fencing, as previously minuted, was more expensive than expected
 - The bid was short of match funding by £126 (even after reclaiming vat it was still £25 short)

Cllr Mrs Burnell gave a cash donation of £10.

The Vice Chairman explained that the bid as it stands would be judged in July; or the Council could withdraw the bid now and redraft it to go for the maximum of £1000, rather than the £500, to the CEF meeting later in the year.

The result of a revised bid would be in October, leaving the Council two months to implement the scheme before it is needed for the second week in December.

A summary of the bid is as follows:

Electrics/Cabling (External Power Box, Mounting Poll, Switch Gear & Cabling)	£526.48
Fencing (wooden as previously minuted and 4 feet high)	£714.00
Xmas Tree (permanent) (acquired from previous provider)	£ 40.00
Total (including VAT)	£1,280.48

(N.B. The above figures do not include the costs for Digging of the trench for the cabling and the electricians time for fixing electrics – both services and time donated free of charge)
Cllr Lunn and Cllr Pearson confirmed that these extra costs for work done as a donation could also be included in the bid and would strengthen it.

If the wooden fencing was replaced by Galvanised steel (plus gate) it would cost £1,729.27 (This was the best of three quotes and included erection and covered the required 4sqm)

A brief discussion then followed and agreed by all to withdraw the existing bid and redraft it in order to go for the maximum of £1000 funding and to have galvanised steel fencing (plus gate) instead of the wooden fencing as this would both look better and be more secure.

RESOLVED:

- i) That the above points be noted.
- ii) To accept the generous cash donation of £10 from Cllr Mrs Burnell.
- iii) That the existing bid be withdrawn and redrafted in order to go for the maximum of £1000 funding and to replace the previously agreed wooden fencing with steel fencing (including a gate) and this was carried unanimously.

- (b) Memorial Garden – Update (Clerk/Cllr Lawton): Cllr Lawton confirmed that the work had been done quickly and when he and Cllr Dowell had inspected the area the next day they agreed that the job had been done well. They did notice that some litter had been left where the bushes had once been and that those areas were brown due to no grass being able to grow under the bushes.
Cllr Heyes confirmed that the litter has since been removed and that the brown areas will re-grow now that the light can get to them.
The Clerk informed everyone that a local resident had contacted him to complain that the area would now be used as a football pitch by children. The Clerk asked the resident to put his concerns in writing or attend this meeting, but he declined. The Clerk also confirmed that the invoice for the works had now been received.
Cllr Mrs Guest suggested that if anyone receives complaints, such as this, to contact the PSO.

RESOLVED: That the above information be noted.

- (c) Monthly News – Update – Christine Connell introduced herself at the meeting as the new editor of the Monthly News and was welcomed by all. It was also confirmed that the deadline for entries would remain at the 10th of the preceding month for residents but items from the Parish Council could be accepted up to the editor's final deadline.

RESOLVED: That the above information be noted.

- (d) Lease of Land at TWSA – Update (Clerk) – to Decide if proceeding with a New lease?
The Clerk confirmed receipt of a letter from the TWSA to say that they wish the Parish Council to proceed with a new lease and included a cheque for £540 to cover the TWSA's share of the legal costs (£500) and the registration cost for the new lease (£40).
The Clerk also confirmed receipt of a draft lease that he had shown to Mr Roy Ainger (and TWSA) for comments. From further discussions and suggested amendments by Mr Ainger, the Clerk contacted the Council's solicitor with the required changes. They will respond with a revised lease to be checked again with Mr Ainger and the TWSA before it can be finalised.

Following a short discussion the Councillors unanimously agreed to allow the Clerk to proceed with finalising the lease.

RESOLVED:

- i) It was unanimously agreed that the Clerk should continue to liaise with the Council's solicitor and Mr Ainger to resolve the wording of the new lease in conjunction with the Thorpe Willoughby Sports Association, and to bring this matter to a conclusion.

- (e) Gardening Competition 2013 – to decide if to approve delegated powers to 2 x councillors to judge the winners of each category in lieu of no August Parish Council meeting. The Vice-Chairman explained to everyone that the two chosen judges needed to be given delegated powers to choose the winners of the Gardening Competition, because there is no Parish Council meeting in August. The winners will be announced and presented with trophies at the 7th September Carnival, again before the next meeting. Cllr Noble suggested that the deadline for entries should also be extended to the 19th July. After a short discussion it was decided that it did not matter that all entries would not be received by the 15 July Parish Council meeting but those that were received by the meeting could be handed over to the judges then, and any others received after the meeting up to the 19 July could be forwarded to the judges by the Clerk.

RESOLVED:

- i) That the above information be noted.
- ii) That both Cllr Mrs Burnell and Cllr Lawton be given delegated powers to decide the winners of the 3 categories of the Gardening Competition 2013 so that the winners can be announced and presented with trophies at the 7th September Village Carnival.
- iii) The deadline for entries for the Gardening Competition be extended to 19th July.

Prop: Cllr Lunn Sec: Cllr Pearson

- (f) NYCC – Mineral & Waste Joint Plan (1st Consultation launch) – deadline was 6th June 2013 Cllr Pearson informed everyone that Thorpe Willoughby is not affected by this plan so best to ignore this.

RESOLVED: That the above information be noted and no further action needed.

- (g) Internal Auditor's Report (Clerk) – to discuss the report and decide if to implement the suggested improvements:

The Clerk read out the Internal auditor's report which raised just two concerns:

- that the carry forward balance is very low and should be no less than half the precept and no more than one and a half times the precept.
- The finance section on the agenda does not detail what councillors are expected to approve at the meeting, nor does it state that expenditure received after the agenda preparation should be approved

Apart from the above recommendations the Internal Auditor was satisfied that the records are well maintained and free from material error and that the recommendations from last year's internal audit have been accepted by the council.

A short discussion then took place where it was noted that the agenda had already been amended to take on board the changes required for the finance section and that the council was already addressing the concern over the carry forward balance at the last budget meeting where the precept had been increased to start building up the necessary reserves. The Clerk informed everyone that we are now waiting for the External Auditor's report.

RESOLVED: That the above report be accepted and note the improvements already commenced.

Prop: Cllr Mrs Guest Sec: Cllr Lawton

- (h) Parish Council Vacancy (Clerk) – to decide how to proceed after expiry of the 14-day notice of election (11th June) and SDC feedback:

The Clerk explained that the expiry date for calling of a formal election had now passed and awaited feedback confirmation from Selby District Council. Once confirmation is received, the Council can then start the co-option stage.

Cllr Lunn confirmed that a delay may occur due to Mr Besley being unwell, but a colleague at Selby District Council will report back to the Parish Council.

Cllr Lunn suggested that this be an agenda item for the July meeting.

RESOLVED: That this subject be an agenda item on the July Parish Council meeting.

- (i) Questionnaire – Social Care Services in North Yorkshire (Local Account) – to decide if the Parish Council wants to complete a questionnaire & if so what to say.

There were no burning issues regarding on this subject and it was unanimously agreed to take no action.

Cllr Lawton asked if there were any plans for the disused Holly Garth care home site and Cllr Lunn explained that it will be sorted eventually.

RESOLVED:

- i) The above information be noted
- ii) To take no further action as regards the questionnaire.

- (j) Villager of the Year 2013 – to discuss procedures and retrieve plaque from the previous winner:

The Vice-Chairman confirmed that it was agreed that there would be no monetary reward for the winner, but the winner would be announced and presented with a shield at the Carnival.

The Vice-Chairman said that she would retrieve the plaque from the previous winner and raised the Clerk's idea of presenting a certificate to the winner and similarly for the winners of the Gardening Competition, which was fully accepted as a good idea. It was suggested that the Clerk should produce some draft certificates for the July meeting.

Cllr Mrs Guest raised a concern over the procedures for nominations for Villager of the Year, saying that she felt that councillors should not nominate each other as it does not look good. Both of the two members of the public present, when asked by the Vice-Chairman, felt that it would look bad.

The Clerk stated that the council should be seen to be transparent and that he thought that councillors should not be able to nominate each other but that external residents could nominate a councillor. The Clerk thought that councillors, as residents themselves could nominate other residents.

RESOLVED:

- i) The above information be noted
- ii) The Vice-Chairman to retrieve the plaque from the previous winner
- ii) The Clerk to produce draft certificates for Villager of the Year and the Gardening Competition to be discussed at the July meeting.
- iv) That councillors cannot nominate fellow councillors for Villager of the Year.

13/23 To Receive Items for Information:

- (a) Bus service to Xscape - Update (Clerk)

The Clerk confirmed that he had received an update of the timetable and that he had posted this on both notice boards, put it in the monthly news and sent it to Cllr Heyes to add to the Village website. It was also confirmed that it was in the Selby Post.

Cllr Lawton inquired about the tickets and was reassured that they were for all of the family.

- (b) Linden Way Play Area - Update (Clerk)

The Clerk explained that Selby District Council's legal section were currently sorting out this Issue, but at the moment the responsibility for the maintenance and upkeep of this play area resides with Herron Homes. SDC may ultimately take this over, but what is clear is

that the Parish Council will not be gaining any responsibility for it.

RESOLVED:

- i) The above information be noted
- ii) The Clerk to report any further developments

13/24 Planning:

(a) To receive Updates on any Existing Planning Applications -

- i) 2013/0301/HPA (8/34/216C/PA) Extension at 33A Fox Lane, Thorpe Willoughby: - Granted
- ii) 2013/0277/HPA (8/34/237B/PA) Extension at 11 Fir Tree Lane, Thorpe Willoughby: - Granted
- iii) 2012/0852/FUL (8/34/146A/PA) Residential Development of 149 dwellings on land south of Leeds Rd, Thorpe Willoughby by Linden Homes: - Granted

(b) To consider any New Planning Application(s) received:

- i) 2013/0466/LPA (8/34/385/PA) Works to Thorpe Hall level crossing by Network Rail – The Clerk explained that this was an application by a statutory body (previously emailed to members) that was for comments only (no decision to be made by SDC) with a deadline that could not be extended – Parish Council comments sent in advance of meeting – no objections. A note was also included from the residents of “Chestnut Garth” requesting a pedestrian gate for when the gates get stuck to allow access across the railway line in the event of gate failure. It was qualified by the Clerk that this was a request by a concerned resident(s) and no way reflects the opinion of the Parish Council.
- ii) 2013/0494/LPA Replacement of existing manually controlled barriers with controlled barriers at Thorpe Gates level crossing by Network Rail – The Clerk explained that this was an Application by a statutory body (previously emailed to members) that was for comments only (no decision to be made by SDC) with a deadline that could not be extended – Parish Council comments sent in advance of meeting – no objections

Cllr Noble inquired about Harry Moor Lane and if the barrier across the railway line there would be automated like the above two locations? Cllr Pearson said that he did not know and explained that at the above two crossings a hooter will sound for when the barriers are to close.

RESOLVED:

- i) The above information be noted
- ii) The Clerk to report any further developments

13/25 To Consider the following new correspondence received since last Meeting and decide action where necessary

- (a) YLCA Information: - Information previously circulated was noted and only a brief discussion was held over the need for a book called ‘The Local Council Clerks Guide’ for both the Clerks reference and course work and for the Council’s reference purposes. The Vice-Chairman raised this issue to get the feeling of the Councillors who unanimously agreed that the Publication called ‘The Local Council Clerks Guide’ @ £16 would be beneficial to purchase rather than the Arnold Baker publication @ £60 and soon to be out of date, plus bearing in mind that we currently pay YLCA an annual fee of over £600 for legal advice. Cllr Mrs Guest confirmed that it would be a useful publication for the clerk as it lists in plain English the processes and procedures that both the Clerk and the Councillors need to know. The Clerk informed the Councillors that a copy of the Councillors’ Book had just been emailed to him by YLCA and was over 60 pages in length and was a comprehensive guide. Unfortunately, he was unable to circulate it before the meeting due to it arriving so late, but would email it to them after the meeting. The Clerk would inform them when a hard copy was published, along with the cost, to decide later if they wished to acquire any.

Cllr Lunn explained to everyone about adverts for affordable Housing units (one of which was displayed on both notice boards by the Clerk following a request to do so by Mr Cox of

Home Group). This is a new arms-length organisation set up by SDC to allow the District Council to purchase land, build on it and sell for affordable units – a self-financing organisation.

Cllr Pearson confirmed that this was a new trust. Cllr Mrs Guest said that the poster advertising the availability of a property could be seen as though the Parish Council was acting like an estate agent and felt an explanation is needed to say why it was there. Following a short discussion, where others agreed with Cllr Mrs Guest, it was requested that Cllr Pearson would provide a short explanation to inform residents and that this be placed on the notice boards, Village website and the Monthly News.

RESOLVED:

- i) The above information be noted
- ii) The Clerk to purchase a publication called 'The Local Council Clerk's Guide' by Paul Clayden (Costing £16) for course work and council reference purposes.

Prop: Cllr Lunn

Sec: Cllr Mrs Parkinson

- iii) The Clerk to keep councillors informed of when a hard copy version of the councillors guide is published and the cost, and in the meantime to email them the copy sent by YLCA.
 - iv) Cllr Pearson to produce a short article to explain about affordable housing units, the arms-length SDC organisation and why posters advertising affordable housing units were placed on notice boards by the parish Council – to be added to the monthly news, Village Website and on the notice boards.
- (b) Selby District Council Web-Site information - Information previously circulated was noted - No action required.
- (c) Selby AVS: - Information previously circulated was noted and the Clerk confirmed that two items were posted on both notice boards as requested - No further action required.
- (d) 9 x Other additional pieces of information previously circulated were noted – No further action required apart from:
- i) Notifying the VHMC to approve their request to use the Village Green for a car-boot sale on Saturday 13 July (1pm-4pm) and for the Carnival on Saturday 7 September, and to ask them to announce the winners and present trophies for the Villager of the Year and the Gardening Competition at the Carnival.
Cllr Heyes asked the Clerk to include in his response a request to the VHMC for a list of events to add to the village website and to make it a regular update
 - ii) Vehicle Activation signs: The Vice-Chairman agreed with everyone that the cost for hiring Vehicle activation signs was too expensive but requested that the information emailed to the Council be forwarded to Mr Hession, who had raised this topic previously.
Cllr Pearson said there is a need to get residents to slow down particularly on Leeds road.
 - iii) The Clerk informed everyone about a resident who was having problems with a "Russian Vine" that was enveloping the trees at the rear of his garden at Londesborough Grove. The Clerk said that the trees were on the village green and owned by the Parish Council. Two quotes for the councillors to choose from; one was around £200-£300 for removing, digging it out and trimming the trees. The other quote suggested that someone simply cuts the vine near the ground and wait for it to wither away and pull the dead parts out later. A short discussion then followed with Cllr Lawton volunteering to have a look at killing the vine by cutting it to allow it to wither away and the dead wood can be removed later.
 - iv) The Vice-Chairman had noticed that the pathway running from the village hall to the school had been tidied up but did not know who by. Cllr Pearson said that it had most likely been done by the village hall's people.

RESOLVED:

- i) That the above points be noted and the Clerk to keep Councillors informed of progress.
- ii) The Clerk to notify the VHMC that the council approves their request to use the village green for a car-boot sale on Saturday 13 July (1pm-4pm) and for the Carnival on Saturday 7 September and to ask them to announce the winners and present trophies for the Villager of the Year and the Gardening Competition at the Carnival. The Clerk to include in his response a request to the VHMC for a list of events to add to the village website and to make it a regular update.
- iii) The Clerk to forward information on Vehicle Activation Signs (previously circulated to Councillors) to Mr Hession for his information.
- iv) Cllr Lawton volunteered to deal with the problem Vine at the rear of Londesborough Grove.

13/26 Financial Matters

- (a) To Approve a list of payments made or to be made, with VAT, as advised by the Clerk and signed by the Chairman as follows:

Payee	VAT/Other £	Total £	Chq.No.
Selby Town Council (Donation for bus to Xscape)	-	50.00	1497
Internal audit (Invoice No AUDTW0513)	-	27.00	1498
S M Peters (stationery expenses with receipts)	-	8.29	1499
Marcus Taperell (tree surgeon) (Invoice No 5672) work at memorial Garden	140.00	840.00	1500
Mrs S Parkinson (Flowers for former vice-chairman) (Chairman's Allowance)	-	16.99	1501
Fasprint (Monthly News Jun 2013)(Invoice No Inv-2250)	-	441.00	1502
Selby & District Rail Users Group (annual subscriptions 2013)	-	10.00	1503
N Keeper (Litter Picker) (June Salary)	-	100.00	1504
S M Peters (June Salary)	-	504.19	1505
Autela Payroll Services (Invoice No 4146) (for Qtr Apr/May/Jun 2013)	5.43	32.52	1506
HMRC (for Qtr 1 Apr-Jun 2013)	-	350.80	1507
TOTAL =	£145.43	£2,380.79	

- b) To Receive an Account status: Confirmation of receipt of the current Bank Statement giving a balance of **£20,331.08** as at **24 May 2013**, and having been checked and signed by the Chairman. (The Clerk confirmed that the 1st half of the Council's precept (£17,500.00) had been received by the bank on the 30 Apr 2013 and forms the bulk of the above balance).

RESOLVED: That the accounts/cheques presented be approved and the receipt of the Account status and the 1st half of the Council's precept (£17,500.00) be noted.

Prop. Cllr Lunn

Sec. Cllr Mrs Guest

13/27 To Receive Representative Reports

Cllr Mrs Burnell – gave the Clerk a copy of the latest CEF leaflet which will be scanned and circulated to everyone after the meeting for their information. Cllr Mrs Burnell mentioned comments by Julia Mulligan regarding victims' services, unifying the police, 3 x new vans, motor bikes and travellers. The police and fire brigade did not attend. Cllr Mrs Burnell was also informed that a street light in Acorn Way had been replaced. A quiz will be held in the church on 20th July 2013

Cllr Pearson – parking was now under police control.

Cllr Lawton – nothing further to report

Cllr Lunn – nothing further to report

Cllr Heyes – would like to include Village Hall events on the Village website and asked the Clerk to include that request when corresponding with the VHMC and to ask for a regular update of events sent to him direct. The Clerk agreed (see previous Min13/25)

Cllr Noble – nothing further to report

Cllr Mrs Parkinson – said that she intends to send further letters asking for donations for the Xmas tree project and would include the shops, the pub and the school. Cllr Lunn suggested approaching the PTFA rather than directly to the school. The Clerk suggested asking St Francis Church.

Cllr Lunn – nothing further to report

RESOLVED:

- i) That the above points be noted
- ii) The Clerk to copy the latest CEF leaflet and circulate to all councillors after the meeting.
- iii) The Clerk to include a request for Village Hall events for the Village website when corresponding with the VHMC and to ask for a regular update sent direct to Cllr Heyes. (see previous Min13/25).

13/28 To Receive the Clerk's Report

The Clerk then reported on various items:

- i) ICO-Data Protection Certificate: The Clerk confirmed that he had received the certificate and it will expire 5th June 2014.
- ii) Mrs Alison Craven: - The Clerk read out the thank you letter received from the former Vice-Chairman for the fuchsia plant and container.
- iii) Red spray paint at Brayton Barff car park (update): The Clerk explained that he had notified the Clerk of Brayton Parish Council (in whose parish this part of Brayton Barff falls) about the graffiti on the Yorkshire Water notice boards. The Clerk had received a response that Yorkshire Water were dealing with it and later noticed, whilst driving past, that it was resolved.
- iv) YLCA – Selby Branch meeting Wed 12 June 2013: The Clerk sent apologies on behalf of the Council (following no volunteers coming forward to attend) along with pointing out that the Clerk was still being named incorrectly this time referred to as a Councillor.
- v) Graffiti on children's play equipment: The Clerk explained that a resident had contacted him to say that some children (including her own) had marked the children's play area with felt pens and that she had set them on clearing it off with soap & water. The Clerk had later visited the play area and confirmed that the graffiti had all been removed.
- vi) Thorpe Willoughby Childcare Centre: The Clerk reported that he had received a request from the Childcare Centre to place a banner on the fence at the entrance to the village hall car park, (in a similar location to a previous one for the mae-west event), to advertise their summer fair to be held on Sunday 7th July. The Clerk said that he could see no problem with that as long as it was removed after the event.
- vii) Newton Kyme cum Toulston PC – grass cutting: The Clerk had received a request for names/details of efficient and reliable grass cutting firms as part of a district-wide request from Newton Kyme Parish Council through YLCA. The Clerk gave them details for Tru-Green for their information.
- viii) NYCC – Highways Capital programme 2013-2014 and 2014-2015 (as previously circulated): The Clerk confirmed that the only job listed that affected Thorpe Willoughby was the resurfacing work for Foxdale Avenue/Dane Avenue and that it had already been completed.
- ix) Streetscape photographs of gym equipment on the village green on Wed 5th June: The Clerk explained that Streetscape had given him a courtesy call to let him know that if anyone reported seeing people walking about the gym equipment taking photographs, it was a Streetscape photographer taking pictures of the gym equipment to go in their new catalogue

and they would send one to the parish Council when available. The Clerk thanked them and pointed out that two orange handles were now missing from one of the pieces of gym equipment. The Clerk noticed that they were later replaced by Streetscape.

- x) AON Insurance: in one of the documents supplied by YLCA it mentioned a 30% reduction in the cost of their premium. Further investigation by the Clerk found that it only applied to new customers, not existing ones. It was noted that this year's premium had been lowered twice due to amendments to the Council's assets.
- xi) Park Rota: it was noted that a replacement for the former Vice-Chairman on the park rota had not yet been found. The Clerk should be contacted if any volunteer comes forward and he will pass the information to the Chairman. The task involves locking up the Children's play area on an evening approximately once/month and a week at a time around 5-7pm in the winter months and 7-8.30pm during the summer.

The Vice-Chairman thanked Marie Clegg for her attendance and at that point she left the meeting.

- xii) Complaint: The Clerk had received a complaint from a resident of Cedar Close that a delivery van was parking on the wide corner footpath outside his property obscuring his view. The Clerk obtained a telephone number from the side of the van and contacted the firm's office to get the van moved.
- xiii) Proludic: The Clerk had received information and a telephone call from Proludic (outdoor sports and gym equipment). Both S106 and Community Infrastructure Levy (CIL) was discussed and documentation was sent to the Clerk for future reference.
- xiii) The Clerk raised the issue of the S106 money from the 149 Dwellings application on land to the South of Leeds Road by Linden Homes. Now that planning permission has been granted, works could commence anytime. The Council needs to start thinking about what, where and how this S106 set-aside money should be spent – we must not leave it to the last minute. A general discussion then took place with various thoughts and ideas aired such as a skate park and woodland area and an agreement to start making inquiries with land owners and to start the process of gathering information. It was decided to make this an agenda item at the July meeting and continue to keep it on subsequent meetings. Cllr Lunn confirmed that S106 money from this site could only be used for ROS and could not be used for (CIL) projects.

RESOLVED:

- i) That the above information be noted.
- ii) Park Rota be added as an agenda item at the next meeting
- iii) S106 set-aside from Linden Homes for 149 Dwelling be added as an agenda item at the July meeting and subsequent meetings.

13/29 To Receive Agenda items for Next Meeting

The Vice-Chairman asked members for agenda items for the next meeting apart from those already identified and no more were given. Members can email the Clerk if they wish to add any items later.

13/30 To Receive any further comments from the public [for information only; Clerk to note]

Mrs Christine Connell (editor of the Monthly News) asked two questions:

- i) With regard to the Park Rota – is it for 1 week in four and do the Councillors wish to keep the request in the Monthly News.
- ii) What is the contact name and telephone number of the Gardening Club.

Cllr Noble agreed to supply the contact name and details of the Gardening Club to both the Clerk and to Mrs Connell.

RESOLVED:

- i) That the above information be noted.
- ii) The request for a volunteer for the park rota to remain in the Monthly News.
- iii) Cllr Noble to give the Clerk and the editor of the Monthly News the contact name and telephone

number of the Gardening Club.

13/31 Date and time of Next Meeting – 7.30pm 15 July 2013 at St Francis Church

Both Cllr Lunn and Cllr Pearson gave their apologies in advance due to their attendance at an area meeting on the 15 July as it is unlikely that they will be able to attend.

13/32 Close of Meeting – the Part I meeting closed at 9.35pm

The Vice-Chairman thanked Christine Connell for her attendance and at that point she left the meeting.

PART II – CONFIDENTIAL MINUTES TO FOLLOW SEPARATELY