

**MINUTES OF THE OF CLIDDESLEN PARISH COUNCIL HELD IN THE MILLENNIUM VILLAGE HALL
COMMENCING AT 19:30 ON TUESDAY 5 JANUARY 2016**

Present: Cllrs: Francis (AF) Neilson (AN), (Chairman), Newman (SN), Williams (CW).

In Attendance. PC Reid (AR), 1 member of the public & the Parish Clerk.

1. APOLOGIES

No apologies were received.

An email received from Cllr Egginton (NE) stating that he was resigning from the council due to work commitments was not acceptable and he had been asked to submit his application in writing – which had not been received. However, since NE had not attended a meeting since 7 July, he automatically ceases to a councillor on 7 January 2017.

The necessary vacancy notices had been prepared and would be displayed on Thursday 8 January, and if there are no candidates for election, and no request for an election are received within the requisite time period (14 working days), CPC will be permitted to seek candidate(s) for co-option. Co-option information will be posted on notice boards, the website and in the Newsletter. (Action: RD).

2. DECLARATION OF INTERESTS

The Clerk declared an interest in Item 6(b): payment of salary & admin expenses.

3. MINUTES

**21/16
RESOLVED**

It was to receive and approve the minutes of the Meeting of the Council held on 3 November 2015.

4. POLICING MATTERS

a. **PC Reid's Report:** AR's report is at Appendix A.

b. **Local Policing Issues:** A response had been received from the HPCC indicating that the published changes - under which a dedicated beat officer (PC Andy Reid) will no longer cover the rural area, which includes Cliddesden – would be reviewed in 6 months' time. It was known that Herriard PC had written to HPCC asking a series of questions about the new arrangements and

**22/16
RESOLVED**

It was that the Clerk will write to the HPCC and ask when precisely that review will take place.

c. **Community Policing Priorities Survey:** An email had been received from BDBC seeking views on what issues are affecting communities most, with a view to reducing anti-social behaviour and crime as well as making their neighbourhoods a safer place to live and work.

**23/16
RESOLVED**

It was that information regarding this survey should be published in the Newsletter (Action: RD).

5. PUBLIC PARTICIPATION

There was no requirement for an Open Forum.

6. FINANCIAL MATTERS

- a. A financial report and bank reconciliation showing balances at 31 December 2015 of £769.52 on the Treasurer's Account (up to & including CQ No 634) and £13,232.71 on the Deposit Account was noted.
- b. Payments for approval.

**24/16
RESOLVED**

It was
to approve the following payments:

CQ NO	Payee	Service	Amount
Quarter 3			
Payments made between meetings			
629	HLOW Wildlife Trust	Grant (Res'n 18/16) [later cancelled]	£30.00
630	Personalised Print	Print November Newsletter No	£68.32
New CQs for signature			
629	HLOW Wildlife Trust	Grant (Res'n 18/16) CQ CANCELLED (lost by payee)	-£30.00
631	HLOW Wildlife Trust	Grant (Res'n 18/16) REPLACE CQ 629	£30.00
632	Personalised Print	Print December Newsletter	£200.91
633	R. Darley	Salary & Expenses December	£283.95
634	HMRC	PAYE December	£53.40
Quarter 4 Payments			
635	R. Darley	Salary January 2016	£213.47
636	HMRC	PAYE January 2016	£53.40
637	SLCC	SLCC & ICLM membership 2016/17	£128.00
Total			£1031.45

- c. **Expenditure v Budget Quarter 3 of 2015/16:** A statement of expenditure the budget for Quarter 3 was noted.
- d. **Changes to Local Councils' Audit Regime:** a paper outlining changes to the audit regime with effect from 2017 had been circulated.

**25/16
RESOLVED**

It was
to opt out of the Sector Led Body (SLB) approach to the appointment of the appointment of a qualified auditor to enable CPC to appoint its own viz Mr John K Murray DMS, CPFA who has audited CPC for the last several years.

- e. **The Pensions Act 2008:** The Clerk confirmed that the Council is "an employer who doesn't have to provide a pension scheme now, but still has duties." {CPC's sole employee is (i) over pensionable age (ii) below the minimum qualifying salary level. All action necessary at this stage has been taken.

7. REPORTS

- a. **School Governors:** Nothing to report.
- b. **Planning Matters:**

- (i) AN's report is at Appendix B to these minutes.

26/16 It was
RESOLVED to confirm the following responses to planning application received:

15/04013/LDEU	Cruenta Carus Station Road Cliddesden: Certificate of lawfulness for the use of land in breach of conditions 3, 4 and 5 of application BDB/14153 and use of land and buildings for stationing of containers, commercial storage, inside containers and outside, for repairs and maintenance of plant machinery and vehicles as well as hardstanding as for parking	Objection submitted
15/03545/OUT	Land At Langdale Woods Lane: Outline application for erection of 2 no. detached dwellings with garages to include access and layout.	Objection submitted.
15/04246/HSE	Bellaire Grange 14C Hackwood Lane: Erection of two storey side extension following demolition of existing single storey extension. No objection.	No objection
15/04208/FUL	Bellaire Grange 14C Hackwood Lane Construction of outdoor riding arena enclosed with a 1.25 metre high post and rail fence Bellaire Grange 14C Hackwood Lane	No objection

It is known that as many as 20 residents had commented on Application No 15/03545/OUT, but only 2 are shown on the BDBC website. Clerk to contact BDBC on this matter.

- (ii) **Enforcement issues:** (i) Enforcement action was taken re burning of waste at Cruenta Carus which appears to have rectified the problem. (ii) BDBC are to be approached to ascertain whether planning permission is required for a possible change of use of the garage on Farleigh Road, which is appears to be operating as a second hand car dealership.(AN)
- c. Village Hall:** No report.
- d. Paths & Ponds:** Nothing to report. It was noted that, without consulting the parish council, notices “DO NOT FEED THE DUCKS” had appeared by the Pond claiming that it causes rat infestation, and that the 2 white domestic ducks had been removed within the last 48 hours by the RSPCA . Clerk to contact BDBC Environmental Health and the RSPCA.
- e. Communications:** (i) The Clerk reported the potential loss of CPC’s .gov.uk email address which has in the past been hosted by BDBC, but is to be suspended by the Registrar of Domains. Action is being taken to re-instate the.gov.uk address.
(ii) **Newsletter:** It was agreed that a card & M & S voucher in the sum of £30 should be sent to the newsletter editor in recognition of all the hard work which he puts in every month.
- f. Highways:** It was reported that the gulley grates near rectory Row had been replaced, but the system had still not been rodded or cleared by the 2gulley-sucker”.
- h. Clerk’s Report:** As a requirement of his Contract of Employment, the Clerk reported that he had agreed to act as Locum Clerk at Mattingley PC, following the sudden death of their Clerk.

8. **PLANNING MATTERS**

A Consultation on Proposed Modifications to the BDBC Local Plan 2011-2029 received from BDBC had been circulated to CPC Members. It was noted that none of the proposed changes affected Cliddesden.

9. **BUDGET & PRECEPT 2015/2016**

27/16 It was
RESOLVED apply for the Limited General Grant of £1,100 offered by BDBC.

28/16 It was further
RESOLVED to approve the draft 2016/2017 Budget prepared by the Clerk with a consequent 2016/2017 Precept of £5,900, with a per household Band D rate of £25.27 (No increase on 2015/16).

29/16 It was further
RESOLVED request a 2016/2017 Precept of £5,900 from BDBC, the first tranche of which will be paid to CPC during April 2016, along with the LMG (at Res'n /16) and the Community Tax Support Grant of £662; the second tranche to be paid over in September 2016.

10. **ROAD SAFETY MEASURES**

The Clerk reported that no Speedwatch sessions had been held during November/December. Action is to be taken to resume these sessions as soon as possible.

11. **DEFIBRILLATOR/VILLAGE EMERGENCY TELEPHONE SYSTEM**

- (i) Defibrillator: Nothing to report.
- (ii) Village Emergency Telephone System: a request for additional volunteers is to be placed in the newsletter.

12. **CORRESPONDENCE**

A letter had been received from English Rural Housing Agency confirming that a voluntary agreement had been reached between Government and the National Housing Federation (the housing associations' trading body) that **the existing statutory exclusion from the Right to Buy (RTB) of English Rural's properties will continue.** The Clerk is to approach Sovereign Housing to confirm that their properties in Century Close, enjoys the same existing statutory exclusion.

13. **MATTERS RAISED BY COUNCILLORS/CLERK**

- (i) SN: Reported that for the next 3 months she will be acting as newsletter Editor as the regular Newsletter Editor will be unable to do so.
- (ii) A report was received that a vehicle had been permanently parked close to the entrance to/egress from The Jolly Farmer, obscuring the sight line of vehicles exiting the pub carpark. Clerk to contact BDBC to report a potentially abandoned vehicle

14. **DATES OF FUTURE PARISH COUNCIL MEETINGS**

Future meetings will be held on 1 March, 3 May, 5 July, 6 September & 1 November 2016.

There being no further business, the meeting closed at 20:30

Signed.....

Date.....

**Appendix A to mpc05012016
Dated 5 January 2016**

Police Report to Cliddesden Parish Council 5 January 2016

17/11	Damage RTA. Van reversed into wall at Pond Cottage.
24/11	Suspicious dark 4x4 seen in Farleigh Road
25/11	Concern for welfare of a person – call from the Ambulance Service.
03/12	Suspicious vehicle in Woods Lane.
22/12	Suspicious lights near Swallick Farm

Crime:

There were 16 reported crimes in the parish in 2015 (11 in 2014).

**Appendix B to mpc05012016
Dated 5 January 2016**

Planning Matters 5/1/16

New Applications

15/04013/LDEU | Certificate of lawfulness for the use of land in breach of conditions 3, 4 and 5 of application BDB/14153 and use of land and buildings for stationing of containers, commercial storage, inside containers and outside, for repairs and maintenance of plant machinery and vehicles as well as hardstanding as for parking | Cruenta Carus Station Road Cliddesden . Objection submitted.

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15/04246/HSE | Erection of two storey side extension following demolition of existing single storey extension | Bellaire Grange 14C Hackwood Lane Cliddesden. No objection.

15/04208/FUL | Construction of outdoor riding arena enclosed with a 1.25 metre high post and rail fence | Bellaire Grange 14C Hackwood Lane Cliddesden. No objection

Appendix C1 to mpc05012016
Dated 5 January 2016

Version 2

Cliddesden Parish Council

2016/17

Budget & Precept Calculation

	(a) Actual 2014/15	(b) Budget 2015/16 Version 3	(c) To Date 2015/16 31/12/2015	(d) Projected 2015/16	(e) Further Spend/ Income 2015/16	(f) Budget 2016/17
BUDGET CALCULATION						
Expenditure						
Section 137	2	0	30	30	0	0
Clerk Salary	3158	3140	2402	3,140	738	3140
Mileage Allowance	96	100	47	100	53	100
Subscriptions (HAPTC)	297	350	374	374	0	350
Other Subs (Inc Data Prot.		50	0	0	0	50
Insurance (Cornhill)	279	350	302	302	0	350
Newsletter Costs	750	1000	699	900	201	1000
Admin Costs	368	450	414	450	36	450
Training	0	100	35	35	0	100
Office Equipment	49	50	0	0	0	50
Audit	90	100	200	200	0	100
Website	120	120	90	120	30	120
Grounds & General Maintenance	280	400	273	350	77	400
Defibrillator Reserve/Maint.	0	250	225	225	0	250
Village Emergency Tel System	0	0	0	0	0	100
Speedwatch			228	228	0	0
Contribution to Police Presence	0	1500	0	0	0	0
Miscellaneous	0	0	0	0	0	0
VAT		0	511	511	0	0
Gross Revenue Expenditure	5489	7960	5830	6965	1135	6560
Capital Expenditure s106						
Project	11016	0			0	0
Defibrillator Purchase	2020	0			0	0
Speedwatch		2300	1882	1882	0	0
Total Expenditure	18525	10260	7712	8847	1135	6560
Income						
Precept	5850	5900	5900	5900	0	5900
Bank Interest	6	8	5	8	-3	8
Limited General Grant	1100	1100	1100	1100	0	1100
Council Tax Support Grant	602	588	588	588	0	662
Other Grants		1000	1000	1000	0	0
s106 Income	11016	0			0	0
Defibrillator Contributions		0			0	0
Miscellaneous	130	0	25	25	0	0
VAT refunds	2267	449	449	449	0	511
Gross Income	20971	9045	9067	9070	-3	8181
Surplus(+)/(Deficit -)	2446	-1215	1355	223	1138	1621

PRECEPT CALCULATION

Budget 2016/2017 comprising £4,279
 Expenditure £6,560
 Income £2,281

Bank balances @ 31/12/2015 £13,233
 Projected additional spend to 31/03/2016 £1,135
 Projected additional income to 31/03/2016 -£3
 Therefore anticipated bank bals @ 31/03/2016 £12,101 2-3-4
 Comprising
 1. Earmarked Reserves
 (Pond dredging) £9,500 }
 2. Prudent Reserve £1,900 } £13,700
 3. Unallocated Reserve £1.5-£1k allocated to Capital 12/13 £500
 4. Defibrillator Reserve £300
 5. Police Reserve £1,500
 Net Balance available to offset Precept level -£1,599 +5-6-7

	Net Precept Request			1 minus 8	£5,878		
				say		plus £662 CTS grant	
Past Years' Precepts	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	
	6000	6000	6300	5850	5900	5900	
				602	588	662	
	6000	6000	6300	6452	6488	6562	
Council Tax Baseline Band D Equiv.				231.1	233.5	233.5	
Per household Band D				£25.31	£25.27	£25.27	