

**Minutes of the Meeting of Carsington and Hopton Parish Council held on 9th May 2018 at the spAce, St Margaret's Church, Carsington.**

Present: Cllrs Craig Southway, Sarah Peel, Lou Corbett, and Ruth Miles.

Clerk to the Council, Kate Murray

1/18. Election of Chairman for Council Year 2018/2019.

Cllr Craig Southway was proposed as Chair by Cllr Lou Corbett and seconded by Cllr Sarah Peel and was duly elected.

2/18. Chairman's Declaration of Acceptance of Office.

Cllr Southway accepted and duly signed the form of Acceptance of Office.

3/18. Election of Vice Chairman for Council Year 2018/2019.

Cllr Sarah Barratt was proposed as Vice Chair by Cllr Ruth Miles Cllr and seconded by Cllr Craig Southway and was duly elected.

4/18. Vice Chairman's Declaration of Acceptance of Office.

Cllr Barratt accepted and duly signed the form of Acceptance of Office.

5/18. Completion by Councillors of Acceptance of Office forms was undertaken.

6/18. Members reviewed their declaration of interest forms. There were no declarations of interest for this meeting.

7/18. Apologies were accepted from Cllr Cathy Oldfield, Cllr Lewis Rose and Cllr Irene Ratcliffe.

8/18. There was no need to vary the order of business.

9/18. Public speaking.

An application for permitted development of a redundant agricultural barn was explained.

10/18. The minutes of the meeting of 7th March 2018 were APPROVED as a true record and signed by the Chairman.

11/18. There was no need to close the meeting because of the confidential nature of the business.

12/18. There were no comments from the County or Borough elected council members.

13/18. Annual Return.

- (i) It was NOTED that electors' rights run from 4th June to 13<sup>th</sup> July.
- (ii) The meeting AGREED the annual governance return, which the Chair then SIGNED.
- (iii) The accounts for year ended 31<sup>st</sup> March 2018 were CONSIDERED and APPROVED.

- (iv) The internal auditors report was CONSIDERED and it was NOTED that he did not have any matters to bring to the Council's notice and that "the Parish Council's internal controls meets the requirements of the Council to a good level". The Councillors noted their thanks to the clerk in both preparing for the audit and ensuring the Council has worked in accordance with the financial regulations throughout the year.

14/18. Annual Review of Documents.

The documents previously circulated were APPROVED. All documents to be put on web site and replace existing documents. It was AGREED that a policy on privacy was needed.

15/18. Appointment of Contractors.

It was AGREED that renewal letters of appointment should be sent to contractors for village green maintenance and for strimming of verges. This is the final year of the three year rolling contract.

16/18. General Data Protection Regulations.

The paper was discussed and it was AGREED that the recommendations on personnel issues be implemented. It was AGREED that more work was needed to be compliant with the new regulations, in particular the mail chimp messaging service, a privacy policy and review of where data is held.

17/18. Wind Farm Grants.

A. Applications.

Two applications from CARE were considered. Application 11, regarding new tables and chairs was agreed in principle, but deferred until the next meeting due to budget limitations. Application 12 for a store and improved entrance to the school field was APPROVED to the sum of £1950 or 50% of the project value, whichever is the lower.

B. Progress on approvals.

Quotes for application 8 had been received, but viewing of the work of contractors was deemed necessary before placing an order.

Work had commenced on application 9, but was not yet complete.

Work had not commenced on application 10.

C. Annual review for Carsington Pastures.

The draft paper was APPROVED for release to Carsington Pastures Wind Farm. It was AGREED that a letter be sent to Longcliffe.

18/18. Update on Village Road Names.

There was one more lane name that needed to be agreed. Styles and location of signage are now being considered.

19/18. Verges on the Dene.

The Chairman REPORTED that further quotes were needed for the work.

20/18. Correspondence received by the Clerk.

- A. PLANNING. The presentation about the permitted development application was discussed and it was AGREED that although the PC will not be formally consulted, there was no objection to the proposals.
- B. Correspondence received was NOTED.
- C. The accounts, which had been signed off by the internal auditor, were NOTED. Payments listed were AUTHORISED.

21/18. Village Matters

- A. Weekly Inspection of Green.  
Cllr Barratt REPORTED that several paving slabs were loose. It was AGREED that they should be repaired within the village green maintenance contract.  
The annual inspection has been scheduled.
- B. The work on the old village green trees could now take place.
- C. It was AGREED work to repair damage to the verges should be done on a reactive maintenance basis and within the scope of the verge cutting contract.
- D. Planting in the village was DISCUSSED and it was AGREED that the Hopton triangle needed clearing prior to planting.

22/18. Future agenda items.

No new items proposed.

The date of the next meeting is the 10<sup>th</sup> July 2018 at 7 pm in the spAce, St Margaret's Carsington.

Kate Murray

Clerk to the Council

01629 540 657