

MEDBOURNE PARISH COUNCIL

Minutes of Parish Council meeting held via Zoom on Monday 7 September 2020

Present : Cllrs Gidley-Wright, Caffrey, Pilkington, Easton and Shaen-Carter

Also present : Parish Clerk (MF) plus 3 members of the public

ITEM. NO.	<u>AGENDA</u>	Action
625.0	APOLOGIES FOR ABSENCE None	
626.0	DECLARATIONS OF INTEREST None	
627.0	REQUESTS FOR DISPENSATION None	
628.0	MINUTES OF PARISH COUNCIL MEETING (held 6 July 2020) These were accepted with two amendments :	
628.1	Minute 614.1 should read : "It was acknowledged that actions and expenditure could be required for this item above, what is contained in the 2020-21 precept budget."	MF
628.2	Minute 617.1 should read : "Discussion was had on making an application to Highways for removing vegetation by pavements in the Manor Rd and Ashley Rd areas, or for hedge-trimming near Old Hall and by the humpbacked bridge. Cllr P agreed to check & report to Highways."	
629.0	PUBLIC REPRESENTATIONS (also via Zoom)	
629.1	A brief synopsis was given on the proposed plans for 6 Ashley Road, for new houses and bungalows. The proposed compliance with the Neighbourhood Plan was explained and details provided of the building materials chosen. Green 'buffers' are planned on the edge of the development for biodiversity gains, with a new hedgerow. Councillors asked that the management of such future 'buffers' and of future hedgerows at the front all be clarified.	

	<p>The previous link to the field on the north is now omitted and the internal roadway width reduced to standards for a shared surface. Some concern was raised on the minimal parking provision overall.</p> <p>It is hoped that the 30-mph limit on the public road will be moved to include this site in the future. An existing boundary wall will be removed and rebuilt to improve visibility 'splay' of traffic.</p> <p>The list to issues to be reviewed included:</p> <ul style="list-style-type: none"> - Access and maintenance to environmental buffer zones - Car parking provisions - Levels to plot 1. - Hedgerow protection management - 30mph zoning - New boundaries to clarify for plots 3 and 4 	
<p>630.0</p> <p>630.1</p> <p>630.2</p> <p>630.3</p> <p>630.4</p> <p>630.5</p> <p>630.6</p>	<p>CLERK & COUNCILLORS REPORTS</p> <p>It was agreed to submit a formal request to County Highways to erect some traffic reduction measures at the four road entrances to the village. Cllr SC will draft a statement of intent and maintenance plan and forward the proposed application form to the Clerk. MF will submit the form to Highways with a £75.00 cheque.</p> <p>A full formal quote is still required from a suitable fencing supplier for the provision and erection of the proposed gates. It was agreed that the posts required should be 175ml in size.</p> <p>MF was asked to check public liability insurance cover relevant to the application. Information on the submission will then be placed on the website when the form is submitted.</p> <p>It was agreed that the potential use of HDC funds to pay for environmental action arising from Covid issues would not be suitable for instances where local landowners should themselves manage their boundaries, bushes and hedgerows.. Cllr SC agreed to check on the feasibility of contacting local landowners to prompt action to address problems here.</p> <p>It was noted that an Action Plan is required for the PC to be 'Website Accessibility Compliant'. MF will report to the next meeting after attending a training course later in the month.</p> <p>A letter had been sent to Village Hall on the potential re-use of the £500 VE Day grant – V H Committee agreed to use funds towards replacement fencing.</p>	<p>Cllr SC</p> <p>MF</p> <p>MF</p> <p>MF</p> <p>Cllr SC</p>

631.0	TO RECEIVE REPORTS ON THE FOLLOWING MATTERS:	
631.1	<p>Village Hall</p> <ul style="list-style-type: none"> - The Scouts and the play group are the current sole users. - Risk assessments are being undertaken on wider use. - The Heritage / Lottery grant application has not been successful. 	
631.2	<p>MEFT</p> <p>Nothing to report</p>	
631.3	<p>Sports Club</p> <ul style="list-style-type: none"> - Cllr C agreed to circulate a short report on the Sports Club. MF had forwarded an update on the account funds to David N. - It was agreed to recommend the Club bring ideas on potential window replacements to the PC as an application for a community grant. - General levels of activity at the club are steadily growing. 	
631.4	<p>Village broadband and website</p> <p>Nothing to report</p>	
632.0	TO CONSIDER AND COMMENT ON PLANNING MATTERS	
632.1	<p><u>Applications submitted to HDC</u></p> <p>20/00614/FUL 7 Ashley Road Medbourne (6 new dwellings) - A short summary of amendments is noted above.</p> <p>Comments on behalf of the PC had been prepared by Cllr SC</p>	
632.2	<p><u>Other planning matters:</u> <i>Nothing else raised at the meeting.</i></p>	
633.0	TO NOTE CORRESPONDENCE RECEIVED:	
633.1	Details had been circulated on updates and information from HDC.	
633.2	Cllr GW agreed to return a 'satisfaction survey' to Highways.	Cllr GW

634.0	2020-21 BUDGET AND APPROVAL OF PAYMENTS	
634.1	<p>The following payments were approved from 2020-21 budget:</p> <ul style="list-style-type: none"> - M Field (salary for August and September): £307.56 - Autela Payroll (payroll services): £64.01 + £51.25 = £115.26 - Parish of Six Saints (grant to Parish Magazine) : £250.00 - H M Income and Revenue (Tax & NI) : £115.40 - Village Hall (VE Day grant/ fencing) : £500 - LRALC (training fee) : £20.00 - Highways (submission form) : £75.00 	MF
634.2	Bank reconciliation to August 2020 - details had been circulated	
634.3	Use of the 2020-21 budget – 2 nd Quarter figures were circulated; budget use to date is in line with projections	
635.0	2020-21 PC POLICY REVIEWS	
635.1	Annual review(s) – it was noted that the Freedom of Information policy is due for revision. MF to draft.	MF
635.2	Production of MPC 'Equality Policy' – MF and Cllr C to draft.	Cllr C / MF
636.0	GRANT APPLICATIONS	
	No applications had been received for this meeting.	
637.0	QUESTIONS TO THE CHAIR	
	No questions were raised at this meeting.	
638.0	ITEMS OF REPAIRS AND MAINTENANCE	
638.1	The roadside sign to village at Main St had fallen down and reported to Highways.	
638.2	The road surface and kerbing near the bridge over the brook near the church had been reported.	
638.3	<p>The new benches had been installed in place by Paul P and son. A letter of thanks would be sent by the Chair.</p> <p>MF was asked to check on details of insurance cover for these and for the third bench currently stored at Cllr GW's address.</p>	Cllr GW MF

638.4	Cllr E agreed to check on a potential move of one of the 'dog bins'.	Cllr E
638.5	Discussion was had on replacement of 'kissing gates' on public paths and repair to the bars on the large gate bordering the playing field. Cllr P agreed to check on a quote for the replacement of one by the boundary with the sports club but only as one-off gesture without any future or ongoing responsibility.	Cllr P
639.0	COUNCIL TRAINING AND RESOURCES	
639.1	MF will attend the LRALC 'Website Accessibility Compliance' course on 30 September, at a cost of £20.00.	
640.0	ITEMS FOR NEXT AGENDA	
	<ul style="list-style-type: none"> - Clarification of potential for elections or co-option to fill PC vacancies. - MF to draft a piece to website to announce a likely vacancy on the PC. - NELP points to upgrade of Clerk's salary. 	
	DATE OF NEXT MEETING : <i>Monday 5 October 2020, 7.45 pm</i>	