

**MINUTES OF A MEETING OF HEALING PARISH COUNCIL HELD ON TUESDAY 13th JANUARY 2015
AT THE VILLAGE HALL, HEALING AT 7.00 PM.**

Present: Cllr. Hasthorpe (Chairman) (from police report item)
Clr. Blanchard (in the Chair to commence the meeting until police report item)
Cllrs. Dickerson, Blanchard, Vickers, Dolan, Tofton, Wilson and Nesbitt

Apologies: Cllr. Hasthorpe (will be delayed)

There were 3 members of the public present.

14/145 To receive and accept apologies for absence

Received from Cllrs. Clarke (holiday) and Cllr. Allen (work commitments) – and Cllr. Hasthorpe delayed.

Resolved: That apologies be accepted

14/146 DECLARATIONS OF INTEREST (Code of Conduct 2012) –

Cllr. Vickers declared personal interest in item 14/148 due to position held as police chaplain; Cllr. Tofton declared prejudicial interest in planning application Cornflower Close due to residency; Cllr. Nesbitt declared prejudicial interest in planning application for Stallingborough Road due to close family connection with regard to residency and Cllr. Blanchard declared a prejudicial interest in matters of Healing News distribution due to family connection.

The Clerk reminded members that they all had a prejudicial interest to declare in the setting of the precept and that the Clerk had previously granted all members a dispensation in 2014 for such which would last for their electoral term, ie it would finish in May 2015.

All members then declared a prejudicial interest in budget/precept setting due to being residents of the parish.

Dispensations already granted.

14/147 To approve minutes of previous meeting held in December 2014

Minutes as circulated with amendment for item 14/133 to read that Cllr. Dolan and Blanchard had met with NELC and not Cllr. Dickerson and Dolan. With amendment minutes approved.

Resolved: That minutes as circulated, with amendment, be approved as true record of previous meeting

Public Break

NW representative present to discuss cameras for village. Two residents present to thank Cllr. Hasthorpe for getting footpath cleared.

14/148 Police Report for information only

Report had been sent via Cllr. Blanchard and this was read out. Cllr. Wilson reported on issues from Pine Walk on access/egress issues due to resident parking on Nicholson Road opposite the junction. Clerk advised PCSO had been made aware of it and had visited residents concerned. Cllr. Hasthorpe arrived at this point.

Parking on restricted areas discussed and who's responsibility this was, ie police or civil parking. Chairman/Clerk to have definitive advice and then publish to all residents via Newsletter.

Clerk advised that she had contacted NELC and they could provide schemes for CCTV coverage etc. and Chairman and Clerk to arrange meeting to progress.

14/149 Highways/footpaths/traffic issues

- a) To consider NELC consultation on waste service collection proposals and agree any comments/actions

Members felt consultation flawed and not widely publicized and held at wrong time of year and no third option of continuing as is with service. Concern that Christmas delivery material posted out to every home and yet consultation was not included.

Resolved: That comments be sent in as above to consultation

- b) To receive update on any matters from the Clerk

Letter from resident expressing concern over Christmas tree erection and lights. Thank resident for comments and ask the contractor to make good the verge.

Resolved: That letter from resident be noted and that the contractor asked to make good any damage caused to the verge when lights were removed.

14/150 Planning Matters

The following planning applications were considered:

DM/1311/14/FUL Land off Cornflower Close, Healing

Variation of condition 1 granted on planning application DC/59/13/WOL (variation of condition 2 granted on planning app DC/106/12/WOL for minor Material amendments to plots 1, 2, 3 and garages, modified private driveway, Turning head, bin drop off and collection points and installation of boundary Fence and solar bollards) for minor material amendments to phase 1's private Road surface material and general landscaping to front and rear gardens of Plots 1,2 and 3.

Cllr. Tofton had declared prejudicial interest and left the room making no comment.

Resolved: No objections to application

DM/947/11/WOL 86-102 Stallingborough Road r/o, Healing

Variation of condition 18 (approved plans) following application DC/947/11/WOL (residential development of 42 dwellings including associated Garages, vehicular access and turning heads, temporary access for Construction vehicles, landscaping including public open spaces, balancing Pond and drainage) for minor material amendments to plot 42 to include a single detached garage

Cllr. Nesbitt had declared prejudicial interest and left the room making no comment.

Resolved: No objections to application

To receive planning decisions and any other planning correspondence and consider local plan consultation papers and responses

Clerk asked if any comments had been made by the PC on consultation papers distributed for local plan and Chairman asked Clerk to forward any relevant documentation to all members.

14/151 Land Management

Healing Moated Site

To consider any issues on site and agree necessary actions

Chairman reported no issues from last FG meeting. Clerk to ask contractor to rectify crack in new steps.

Porri's Wood

Clerk had instructed Alexander Hubbards to carry out the work as per the quotation sent to Cllr. Blanchard in November. Scheduled in for late January.

Cllr. Blanchard updated on insurance claim from resident previously submitted. Resident has been speaking to insurers and letter sent to Cllr. Blanchard from the resident saying that the PC is liable as it is the lease holder. The letter was addressed to Cllr. Blanchard and the insurers have asked her to send it on to them and she will do so.

Cornflower Copse

Cllr. Tofton advised that rubbish had accumulated from recent windy weather but that she would clear it.

Clerk asked to write to NELC and advise that rubbish had been blown all over the village when the Council had collected the waste.

14/152 Healing Village Hall

To receive any update from Personnel Committee Chairman on hall management issue

Cllr Nesbitt advised that nothing to report as personnel meeting would be held after main Council meeting. Deferred to Feb meeting.

14/153 Healing Village News

Next issue – February 2015

To receive printing quotation from alternative supplier, consider and agree action

Clerk had obtained alternative quotation for printing the Newsletter which showed considerable savings could be made. Clerk asked to obtain another two quotations to comply with finance regulations.

Resolved: Clerk to obtain three quotations in total for printing costs for Newsletter

Leader article – Neighbourhood Watch article.

14/154 Reports (for information only)

To receive update from Youth Council

Cllr. Blanchard gave report on upcoming pantomime. School very supportive and older children doing lighting etc.

To receive update report from Personnel Committee Chairman on action plan

Cllr. Nesbitt advised that Personnel Committee meeting to be held that evening after main meeting and full report to be received at February meeting.

Cllr. Nesbitt took members through the PC's action points on the Action Plan which the Council as a body had one month to action and thus needed to do so:-

6a – annual return must agree to cash book – resolves that it agrees with comment made by PSA that annual return agrees with cash book.

8b – cheque lists submitted should be signed by Chairman. Clerk advised that the new finance regs would change that – resolve defer to later meeting.

9 – all payments should be submitted and listed and authorized – resolved.

12 – cheque stubs should be initialled by two members signing cheque – resolved.

14 – risk management programme should be progressed – Resolved a working party of 3 members – Cllr. Wilson, Cllr. Dolan and Cllr. Tofton and they to progress it. Headed by Cllr. Wilson.

14b – written recommendations to be submitted – resolved. Clerk to forward Risk Management information and advised that ERNLLCA also produces advice notes also on risk management.

19 – village hall hirings discretion by Clerk. Members did not wish to deviate from prices so formal policy that only agreed rates to be applied. Individual hirers should approach the Council with any such special requests - resolved that no deviation to published charges without full approval of Council.

23 – cash handling – formal policy – risk to personnel and risk to cash. Restrict cash payments already in place where possible – Resolved that report written by Clerk be submitted to personnel committee and then brought back as its action plan to subsequent meeting.

26 – original contracts must be signed by Council – Resolved to reissue a duplicate contract and get signed by both parties.

30 – asset register – put current insurance value on it for next meeting as this a two month action.

Interim audit – consider adopting recommendation and council to consider take advice – Resolved that PC adopts recommendation and that advice be taken from ERNLLCA.

34 – all minute pages have page numbers – Clerk advised these should be printed on and not written so are now printed on with page numbers and resolved that we have now adopted.

35c – progress action plan – currently being done.

Resolved: That all resolutions shown above be adopted with immediate effect

To receive any other reports

None.

14/155 Future Dates (for information only)

Next Meeting Date – Tuesday 10th February 2015

Local Plan Workshop – Wed 28th January 2015 – Cllr. Dickerson down to attend

ERNLLCA Special meeting 22.01.15

Town and Parish Liaison – Thursday 29th January 2015

14/156 Correspondence /Information Update/Parish Matters

a) Info. from NELC, ERNLLCA etc. all for circulation

All placed in circulation bag.

b) To receive further update on Poplar Road Park management issue and consider and agree any action

Clerk had spoken to NELC and to now further progress a meeting had been suggested by Mr. Fox. Clerk to organize dates.

Resolved: That Clerk organize meeting with NELC

c) To receive NELC consultation on Licensing Policy and agree comments/action

Agree with cumulative impact zone objectives.

Resolved: That comment be sent in to NELC as part of consultation

d) To receive and formally agree protocol from ERNLLCA, consider and agree action

Agreed that Chair of Personnel Committee should be able to contact ERNLLCA as and when required and this authorized.

Resolved: That Chairman of Personnel Committee be authorized to contact ERNLLCA when required

e) To consider and adopt formal policy for recording of meeting

Clerk had circulated draft policy and this agreed with immediate effect.

Resolved: That formal policy for recording of meetings be adopted with immediate effect

f) To receive updated information re data protection from previous pc equipment

No further response on this and defer to next meeting.

14/157 Finance

- a) To approve payment of cheques as per list

Approved as per list.

b) To receive new draft finance regulations 2014 from NALC and consider c/f to next month. Put on projector to go through at meeting.

Resolved: To consider at February meeting for adoption

c) To receive notification of local council support grant for Healing
Clerk advised that figure of £1,653 was grant for Healing for fy 15/16. Noted.

- d) To consider and agree budget for fy 15/16

Full budget papers showing 6 monthly budget, 9 monthly total and then estimated for year circulated to all members together with quarterly account reconciliation to December 2014. Quarterly account reconciliation adopted. Clerk asked members to note discrepancies on a/c reconciliation and Chairman advised that this should be noted and was not the responsibility of the Clerk that that period. Cllrs discussed budget figures and formally adopted budget figure of £52,920 for fy 15/16.

Resolved: That the budget for Healing Parish Council for fy 15/16 be adopted at total of £52,920 as per detailed figures

- e) To consider and agree fees for fy 15/16 for hall hiring and advertising

Discussed and agreed to leave advertising rates at current prices, s with free quarter page ad for commercial hall hirers/new hirers to support their hiring if required. Also agreed to leave hall hiring rates at current rates with no increase.

Resolved: That both revenue streams of village hall revenue and newsletter advertising be left at current rates with no increases.

- f) To consider and agree precept requirement for fy 15/16 for notification to NELC

Agreed precept figure of £38,000 for fy 15/16 in addition to the local support grant from NELC.

Resolved That precept for Healing be set at £38,000 for fy 15/16

Chairman closed the meeting at 8.53 pm.

Signed as approved:

Date: