

Draft

Minutes of the meeting of Saxtead Parish Council

Held on Thursday 6th February 2014 at Saxtead School of Dance.

Present: Mr. G. Cullingford, Chairman. Mr. K. Davis, Vice Chairman. Cllrs. G. Ward, Lisa Handley.

Also present.

Current Clerk: Mr. T. Hutt, until 06th February 2014 plus new clerk Mr. B. Farquhar

1. **Appologies.** Cllr. Beamish. **SCC.** Cllr. Burroughes. **SCDC.** Cllr. Walker. **SNT.PCSO** Hassler

2. **Declaration of Interest/Change to Members Register of Interest.**

There were no declarations or change to members interests

3. **To confirm minutes of the Parish Council Meeting held on 28th November 2013.** (draft minutes will be available on the website and will be circulated to councillors) T. Hutt.

4. **Public Forum.** There were no members of the public present.

a. **Reports.SCC.** Cllr. **Burroughs.** Circulated to Cllrs.

b. **SCDC.** Cllr. **Walker.** Circulated to Cllrs.

c. **SNT. PCSO. Hassler.** Circulated to Cllrs.

d. **An opportunity for the public to make comment.** None.

New Items.

5. **Councillor Resignation.** To note the resignation of Cllr. Hoare on 15th January 2015. The Chairman duly reported that the resignation had been received and advised all members accordingly.

6. **Councillor Vacancies.** Following the resignation of Cllr. Hoare there are currently two vacancies. Any parishioner or other eligible person may contact the clerk with a view to being considered for cooption to the council.

7. New Clerk. To confirm the appointment of Brian Farquhar as the new clerk. The Chairman accordingly introduced Brian to those who had not previously met him at the interview and to welcome him to Saxtead Parish Council. The new clerk thanked the Chairman and members for their warm welcome.

8. Saxtead Green Management. Chairman stated that it is very much an ongoing problem not least with Pembroke College who it seems are not in any rush to resolve the problems. Chairman will keep pushing to get the Management situation nearer a resolve.

9. Wild About Saxtead update. Chairman stated that it appears this has now fizzled out.(WAS). The e.mail from Louisa Yorke on the 30th January(circulated) confirmed as much.

10.Highways and Footpaths. to report progress on H & F problems, and any new issues. Tony Hutt advised members that the only item to report on is North of the Triangle which is being dealt with by SCC. Cllr. Burroughes who is also looking into the church signs.

11.Pending Business(deferred from previous meeting) Standing Orders. The new model Standing Orders from SALC have been made available to the clerk, accordingly a draft of amendments was circulated to all members for consideration. There are only three amendments however they do not interfere with the management of the administration systems already in place. Copies of the Orders can be obtained from the new clerk on application to his e. Mail address [pcclerksaxtead:@gmail.com](mailto:pcclerksaxtead@gmail.com)

12.Clerk's Report.(Mr.T.Hutt)

a. There have been no urgent decisions or actions needed to be taken since the last meeting of the 28th November 2013.

13.a. Planning Applications and notifications.

DC/13/3568/FUL.1 Old Post Office Cottages.IP13 9QD has been **withdrawn.**(Parish Council did object to the application.)

b. **Planning Applications. Granted/Refused/Withdrawn/Appeal**

DC/13/3435/FUL. Ivy Farm. The Green.IP13 9QG. Proposed Garden Room(In place of partly completed conservatory)Permission **Granted**. This application was supported by the PC on the 28/11/13.

DC/13/3213/FUL. The Old House. The Green.IP13 9QB.Erection of single-storey pitched roof rear extension. Permission **Granted**. This application was supported by the PC on the 28/11/13.

14. Correspondence. Former clerk advised not much received, only correspondence of note was from EFMS(Eastern Facilities Management Services)this is the maintenance arm of SCC and provides a grass cutting service. After some discussion it was agreed that T. Hutt would apply for a quote for such a service based on the current service. Chairman mentioned that the current operator is Roger Gladwell and that the service he provides is very good, however for comparison it would be worth the exercise to compare.

15. Finance.

- a. Barclays Bank Current Account. £2344.36 06.02.14
- b. Instant Access Saver Account. £294.75 06.02.14
- c. Monies received since last PC meeting.(£1750 Bal of precept)

d. Authorisation for payment.

- 1. Heelis & Lodge Internal Audit. £35.00
- 2. Clerk Sal(Nov 13 to Jan 14) T.Hutt £197.32(less tax/NI)
- 3. HMRC-Post Office Ltd. Tax/NI Q3. £49.20
- 4. Get Mapping PLC.(Parish Online) £33.16
- 5. Saxtead School of Dance 06.02.14 £12.00

16. Donation requests. A request for a donation was received from **MAGPAS**. They are an organisation similar to SARS and East Anglia Air Ambulance. At this time it was agreed by all not to offer a donation.

17. Urgent matters and matters for information. There were no matters to be considered.

18. Date of next meeting. Thursday 20th March 2014. Saxtead School of Dance at 8.15pm. Provisional meeting dates for month of May. 1st **APM(Annual Parish Meeting)**. 15th **AGM(Annual General Meeting)**. all at Saxtead School of Dance and subject to confirmation.

Signed. Mr.G.Cullingford.....Chairman

Date 20th March 2014.

SAXTEAD PARISH COUNCIL

Brian Farquhar

Clerk to the Parish Council