

ST ALBANS PARISH COUNCIL

Initial_____

Minutes of the Meeting of the Parish Council 26 February 2019 at the Oakwood Academy

Members Present	Members Present	Members Absent
Cllr J Clark	Cllr C Wilson	Cllr T Bisset
Cllr P Clark	Cllr P Wilson	Cllr C Bryant
Cllr J King (Chairman)		Cllr K Eddyshaw
Cllr M Robinson		

Also present: 1 member of the public and County Cllr Payne.

In attendance: The Clerk

Welcome by Chair

Cllr King welcomed those present.

SAPC 19-026 To receive and resolve to approve apologies for absence.
Cllrs Bryant and Eddyshaw had sent their apologies for health reasons. Cllr Bisset was on district council business. The meeting approved the reasons given.

SAPC 19-027 To receive questions and petitions from the public – for information only.
A member of the public asked why the council had given a grant to the play area in Bestwood Country Park. He said the play area was in the parish of Bestwood Village and St Albans Parish had split from Bestwood to ensure local taxpayers money would be spent in St Albans. The current councillors had campaigned on a platform that St Albans precept would be spent in St Albans. Cllr King explained that the grant had been applied for like any of the other grants made in the current financial year. Giving the £500 to the project helped to unlock further outside funding for a play area in excess of £50,000. The play area would benefit children from St Albans as it was closer to St Albans residential areas than those of Bestwood Village.

SAPC 19-028 To receive a report from the County and District Councillors.
Cllr Payne said he was happy to support the council's LIS application for two defibrillators. He reminded councillors that there was still some funding available from the provisional fund. Cllr Robinson asked if the play bus would be reinstated and if it were to come to St Albans. Cllr Payne stated that he realised the lack of infrastructure in the parish and would pitch for play sessions to come to Warren Hill.

SAPC 19-029 To receive disclosures of pecuniary and non-pecuniary interests.
There were none.

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- SAPC 19-030 To determine which items on the agenda, if any, require the exclusion of public and press under the Public Bodies (Admissions to Meetings) Act 1960 1 (2) and to resolve to exclude public and press for these items.
None.
- SAPC 19-031 To receive and approve the minutes of the previous St. Albans Parish Council meeting.
The Council resolved to approve the minutes of the meeting 29 January 2019 and sign these as a true record.
- SAPC 19-032 To receive updates resulting from the previous meeting's minutes and action sheet not covered elsewhere on the agenda. (for information only)
The Council received the action sheet.
Cllr King stated that he had taken a look at the issue on the unadopted road raised at the previous meeting. The clerk's research into the matter had not brought up any public right of way. Cllr Payne offered for the County Council to look into the matter. The clerk would supply the details once permission from the complainant had been received.
Cllr Payne offered to look into finding a solution for the disposal of green waste by the lengthsman. He would also look at the progress made with regards to the grit bins.
- SAPC 19-033 To consider what action to take regarding 20m/h signs and speeding in these speed restricted areas.
The Council asked the Clerk to request a visit from the NCC CCTV van. The clerk would also obtain a quote for additional 20mph signs and liaise with Nottingham City Council.
- SAPC 19-034 To consider a grant application from Friends of Bestwood Country Park for £500. Cllr Clark queried why the minutes of the Friends of Bestwood Country Park Meeting stated that a parish council grant "seems likely" and why Cllr King met with representatives of the group. Cllr King replied that he had met with the group after the meeting in question and encouraged them to submit an application. He had not made any promises or assertions on behalf of the council.
The Clerk explained that the necessary funds were available within the budget. Some further virements would be required, but the grant would not be at the detriment of any other spending or exceed the overall budget.
The Council resolved to grant Friends of Bestwood Country Park £500 for the development of the Japanese Garden Area.
- SAPC 19-035 To receive quotations for skip hire for use by the lengthsman (to be tabled) and consider the option of a brown bin for the disposal of green waste from April.

The council resolved that it would await a reply from Cllr Payne. If this were not forthcoming in good time the Clerk would order a skip so work could go ahead in March. For future green waste removal the Council would await Cllr Payne's reply and take this to a future meeting.

SAPC 19-036 Finance:

- a) To receive the bank reconciliation to 31 January 2019.
- b) To receive a receipts and payments over budget report.
- c) To approve the payment schedule for February and sign it
- d) To consider approval of any additional payments to be made and add to schedule.
- e) To approve and sign the ICO Direct Debit form.

The Council received the above documents and resolved to approve the payments schedule.

The ICO Direct Debit form was duly signed by two signatories.

SAPC 19-037 To receive a report and time table on local council elections in May.

The Council received and noted the local council election timetable.

SAPC 19-038 To review the grants policy adopted July 2018 and adopt a revised policy.

The Council reviewed the grants policy and resolved to adopt the revised policy as presented.

SAPC 19-039 To consider options for village gateway signs (to be tabled).

Deferred to a future meeting.

SAPC 19-040 To consider adopting the following documents:

- Subject Access Request Policy and Procedure
- Councillor Contact Privacy Notice
- Reserves Policy

The Council resolved to adopt the policies as presented.

SAPC 19-041 To formally approve the LIS application for funding for two defibrillators.

The clerk explained that last month's decision to apply LIS funding for only one defibrillator would need to be revised if the Council's project were to be eligible for funding.

In the light of new information the Council resolved to revise its previous month's decision and to apply for funding for two defibrillators whilst pursuing finding volunteers for a First Responder Scheme.

The Council resolved to approve the final version of the LIS application for funding for the installation of two defibrillators.

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- SAPC 19-042 To consider what format the Annual Parish Meeting scheduled for 23 April 2019 should take, taking into account the requirements of pre-election Purdah and the timing just after the Easter Break.
The Council resolved to move the Annual Parish Meeting to 30 April and make it a short meeting consisting of the Chairman's report and a brief public session.
The Annual Parish meeting would be followed by an ordinary full council meeting.
- SAPC 19-043 To consider the date for the Annual Meeting of the Parish Council in May and the requirement to hold a meeting within 14 days of the new councillors taking office.
The Council resolved move the Annual Meeting of the Parish Council to 7 May 2019.
The clerk would check availability of the meeting venue for the revised dates and book an alternative venue if required.
- SAPC 19-044 To consider an outdoor/street furniture risk assessment.
The Council resolved to adopt the risk assessment as presented.
- SAPC 19-045 To note that the HMRC approved payroll software will start charging £50 per annum from April. The Clerk is looking into alternatives.
No decision taken.
- SAPC 19-046 Planning:
a) To review the planning application process as adopted June 2018 and adopt an amended process.
The Council resolved to adopt the revised planning application process as presented.
b) To consider the following planning applications:
None this month
c) To note the following planning decisions:
 - 2018/1114 | Construct two storey side extension. | 8 Larch Close Bestwood NG5 8SB– **application permitted**
 - 2018/0911 | Land to be developed with the construction of 3 x detached dwelling houses and 1 x detached bungalow. | Land At South Of 64 Woodchurch Road Bestwood Nottinghamshire– **application permitted****The Council noted the planning decisions.**
- SAPC 19-047 To note the following correspondence (for information only):
 - Deep Clean and Litter Pick
 - NALC - Points of Light
 - Making Tax digital
 - The Beat
 - NALC – Funding Bulletin

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SAPC 19-048 To consider who should attend the walkabout with the GBC Chief officer at 14.30 on 21 March 2019.

The Council resolved that Cllrs Robinson and J Clark would attend the walkabout.

SAPC 19-049 To receive Items for Notification to be included on next month's agenda. (for information only).

There were none.

SAPC 19-050 To confirm date of next meeting scheduled meeting for Tuesday, 26 March 2019 at 19.00 The Oakwood Academy, Enterprise Centre next to the Sports Hall Bewcastle Road, NOTTINGHAM, NG5 9PJ.

The next meeting was confirmed for Tuesday, 26 March 2019 at 19.00 The Oakwood Academy, Enterprise Centre next to the Sports Hall Bewcastle Road, NOTTINGHAM, NG5 9PJ.

Signed as a true record on behalf of St Albans Parish Council.

Name_____ Date_____.

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ST ALBANS PARISH COUNCIL

Initial _____

St Albans Parish Council

FINANCIAL STATEMENT AND BILLS FOR PAYMENT IN

February

Ref:

SAPC 19-036c)

CASH POSITION BEFORE ANY PAYMENTS ARE MADE						£
Unity Trust Bank Current					31/01/2019	31,356.66
Other						-
Total						31,356.66
BILLS FOR PAYMENT						
Method	Ref	Supplier	Description	Excl. Vat	VAT	Total
BACS	38	B Boyer	Office expenses, phone	14.61	0.83	15.44
BACS	39	B Boyer	Salary			
BACS	40	FBCP	Grant	500.00	-	500.00
DD	41	ICO	Annual Subscription	35.00	-	35.00
BACS	42	Oakwood Academy	Printing (awaiting invoice)	18.75	-	18.75
BACS	43	SLCC	Charles Arnold Baker	107.99	0.80	108.79
Total				1,034.49	1.63	1,036.12

Notes: Later additions to schedule

Signed Chair of relevant meeting

Date

12/2018-19