

# DEENE & DEENETHORPE PARISH COUNCIL

## Minutes of Annual Parish Meeting, Annual Parish Council Meeting and Deene & Deenethorpe Parish Council Meeting

Held on Thursday 10<sup>th</sup> May 2018 in Deene village hall at 7.00pm

Councillors Present	Stuart Barratt, Mark Coombs, Brian Gretton (Chair), Graham Holding and Chris Upton
Also Present	3 members of the public and Sue Cook (Clerk)

### Minutes of the Annual Parish Meeting

- 714 Cllr Gretton gave the following report as Chairman of the Parish Council:  
“The parish council has over the last 12 months been liaising with the Police on crime issues. The 30mph zone in Deene will be extended to the Village Sign. Consideration of Street Names in Deenethorpe was rejected as many of houses would have to be re-numbered which in turn would mean new deeds being drafted at the householder’s expense. Lobbying for the repair of verges on the Benefield Road continues. Chippings lay-by on the Benefield Road working with NCC to ensure that the area is kept tidy. There is a new web-site and the Parish Plan has been ratified. 2 members of the Parish Council sit on the Tresham Village Development Board and help to influence the development of the Master Plan. The Parish Council has purchased the telephone box in Deenethorpe which is now home to a Defibrillator and a second one is on the outside wall of the Village Hall in Deene and have purchased a new noticeboard for Deenethorpe. The Parish Council has with the organisers, Deene Estate, other Parishes and ENC to reduce the public nuisance at the Illusive Festival. We have also liaised with Gigaclear on the development plans, work closely with Benefield Parish Council including sharing a Clerk and the cost of the IT equipment. Reviewed 15 planning and listed building applications and made recommendation ENC. Working closely with Persimmon Homes, Anglian Water and NCC to try to get the road adopted in Deenethorpe. The Parish Council joined Pathfinder II project which help to reduce flooding risk. We are looking for a Flood Warden to help with this project. With the financial difficulties faced by NCC it may be necessary for the Parish Council to fund small scale maintenance and improvements in both villages. It is for this reason that the Parish Council believes that it is important for the PC to remain financially strong and well-funded.”
- 715 There were no question from the public

### Minutes of the Annual Parish Council Meeting

- 716 Cllr Holding proposed that Cllr Gretton be elected as Chairman for 2018/19, with Cllr Barratt seconding the proposal. Cllr Gretton agreed and completed the Acceptance of Office
- 717 Cllr Holding proposed that Cllr Coombs be elected as Vice-Chairman, with Cllr Barratt seconding the proposal. Cllr Coombs agreed.
- 718 It was proposed by Cllr Holding that the Council adopt the new Standing Orders, seconded by Cllr Barratt and approved by all present. Both Cllr Gretton and the Clerk signed the policy.

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- 719 It was proposed by Cllr Holding to adopt the Financial Regulations, this was seconded by Cllr Barratt and agreed by all present. Both Cllr Gretton and the Clerk signed the policy.
- 720 It was proposed by Cllr Holding that the Council adopt the Risk Assessment Policy, seconded by Cllr Barratt and approved by all present. Both Cllr Gretton and the Clerk signed the policy.
- 721 It was proposed by Cllr Holding that the Council adopt the Code of Conduct, seconded by Cllr Barratt and approved by all present. Both Cllr Gretton and the Clerk signed the policy.
- 722 It was proposed by Cllr Holding that the Council adopt the Fixed Asset Register, seconded by Cllr Barratt and approved by all present. Both Cllr Gretton and the Clerk signed the policy.
- 723 The adoption of the Data Protection Policy was proposed by Cllr Holding, seconded by Cllr Barratt and agreed by all present. Both Cllr Gretton and the Clerk signed the policy.
- 724 The adoption of the Data Breach Policy was proposed by Cllr Holding, seconded by Cllr Barratt and agreed by all present. Both Cllr Gretton and the Clerk signed the policy.
- 725 The adoption of the Access Request Policy was proposed by Cllr Holding, seconded by Cllr Barratt and agreed by all present. Both Cllr Gretton and the Clerk signed the policy.
- 726 The adoption of the Records Retention Policy was proposed by Cllr Holding, seconded by Cllr Barratt and agreed by all present. Both Cllr Gretton and the Clerk signed the policy.

### **Minutes of the Parish Council Meeting**

727. Apologies had been received from Cllr Goodfellow (holiday) and were accepted.
728. Cllr Coombs declared a pecuniary interest on all matters relating to Deene Estate's planning and development matters. There is a permanent dispensation in place as per minute item 450.
729. No Crimes have been reported.
730. There was no question from the public.
731. The minutes of the meeting held on 15<sup>th</sup> March 2018 as previously circulated were approved and signed by Cllr Gretton as a true record.
732. Planning:
- a) Cllr Gretton introduced Mr. & Mrs. DeSantis who attended the meeting to try to resolve some issues that had arisen at 34 Deenethorpe. Although this is not a Parish Council matter but the Parish Council had agreed to act as mediator. It was agreed that the problem of the contractor's vehicles parking on the road can be resolved if Mr. Sansom agrees to let them park on his property. The deliveries will be arranged at a time to suit most residents. There will be noise from diggers, dumper trucks, disc-cutters, cement mixers etc. but this will be kept to a minimum between the hours of 8:00 to 16:30 Monday to Friday. There will be Harris Fencing at the entrance to the site of which residents are

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- asking not to cross, Mr DeSantis will put his telephone number on it for anyone wanting access to the site and Mr. DeSantis agreed to mail shot residents with all this information.
- b) 18/00980/LAP – Audi’s in the Park. After much discussion it was agreed to object to licensing application due to public safety on the A43 if vehicles are allowed to turn right into the Porters Lodge instead of being forced to go to the roundabout at Weldon. It was also suggested that the police should carry out speed checks on the A43 throughout the day. The clerk agreed to put this in a letter to ENC.
  - c) 18/00626/FUL – Conversion of farm buildings to a dwelling at Manor Farm – no objections.
733. Highway Issues –
- a) 30 mph sign in Deene is still scheduled to be moved by the end of June.
  - b) It was felt that Kirby Lane is better than it was however some areas had been missed. It was agreed that the Clerk should write to Sarah Barnwell with copies being sent to County Cllr Heather Smith and District Cllr Roger Glithero.
734. The Parish Plan was ratified on April 12<sup>th</sup>. A letter has been sent to Mr. & Mrs. Brudenell outlining the results from the Action Development Planning Meeting held on the same evening. The Parish Plan should now be reviewed annually.
735. Cllr Holding reported to the meeting that both he and Cllr Gretton had attended a meeting of the Tresham Garden Village Board and that the public consultation ended on April 16<sup>th</sup>. Approximately 216 written responses were received and the developers will be taking on board these responses. The project as a whole is working towards a detail planning application for the A43 and outline planning application should be made by the end of July.
736. Due to public responses no sheep will be put in the Deene Churchyard. An arrangement has been agreed between Deene Estates and Mr. Bob Dolby. Mr Dolby will cut the Churchyard in his own time but with Deene Estate equipment for a minimal fee.
737. The Clerk informed the meeting Defibrillators have been fitted and are now on line. Cllr Goodfellow will be responsible for the administration of the one in Deenethorpe and Mrs. Gretton likewise for the one outside Deene Village Hall. It was agreed that either a Friday evening or a Saturday morning would be the best for the seminar.
738. Finance Matters –
- a) Cllr Holding proposed that the Council accept the Year End accounts, which had been previously circulated, Cllr Barratt seconded the proposal with everyone agreeing. Both Cllr Gretton and the Clerk signed various documents on the Annual Governance and Accountability Return Forms.
  - b) The Clerk confirmed that the first half of the precept had been received and across both bank accounts there is currently £14683.71 after the payment for the Defibrillators.

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c) The Following Payments were approved

Details	Value
ICO, Data Protection	£35.00
Sue Cook, Reimbursement of e-mail account	£30.00
Sue Cook, Salary and Expenses	£370.78
HMRC, PAYE	£75.60
Community Links, Insurance of Fixed Assets	£217.78
Tom James, Internal Audit	£80.00
Cllr Gretton, Reimbursement for phone box paint	£18.56
Cllr Holding, Travelling expenses to ENC	£12.60

d) It was agreed to enter into a 5-year contract with Community Links for insurance on the fixed assets.

739. Official report and correspondence received were all noted:
- a) Call Connect & Call County Rural Bus Service
  - b) Pathfinder II Community Event
  - c) Neighborhood Watch – 2 scams
  - d) Oundle Neighborhood Plan
  - e) NCALC e-update
740. Matters arising from previous meetings not dealt with elsewhere on the agenda:
- a) The Clerk informed the meeting that Priors Hall would not be getting their own Parish Council due to not holding a referendum to all the residents.
  - b) A43 has been litter picked.
741. Future agenda items / business for future meetings. The nature of future agenda items can be openly discussed at this point, but no binding decisions can be made.
- a) Some of the grass verges that Gigaclear have reinstated are collapsing, Cllr Gretton has a meeting with them on May 24<sup>th</sup> and will mention this.
  - b) Village Litter Pick, Bulwick Parish Council pay a retainer to a lady who does their Litter Picking. Could Deene and Deenethorpe adopt the same principal.
742. Date of next meeting:  
Thursday 12<sup>th</sup> July 2018

With no other business the meeting closed at 9:00 p.m.

<b>Approved by Deene and Deenethorpe Parish Council as an accurate record of decisions made:</b>	
<b>Signature of Chairman:</b>	<b>Date: 12<sup>th</sup> July 2018</b>