

THORPE MALSOR PARISH COUNCIL

Minutes of the Annual General Meeting followed by the Ordinary Meeting of Thorpe Malsor Parish Council held on 29th May 2018 at 7.30pm in the Village Hall.

Present: Cllr Mrs F Pope (Chairman), Cllr Mrs H Sharp, Cllr Mrs Z Powell, Cllr Mr R Walton, Cllr E Stevenson, 2 members of the public.

Clerk: Mrs Anne-Marie Walton-Miller

1. Election of a Chairman

Cllr Mrs Pope was unanimously re-elected as Chairman, proposed by Cllr Mrs Sharp, seconded by Cllr Mr Walton.

2. Signing of Declaration of Acceptance of Office Form by Chairman

Cllr Mrs Pope signed the Declaration of Acceptance of Office form.

3. Apologies for Absence

None

4. To review and adopt Standing Orders and Policies

It was resolved to update the current Standing Order and Financial & Management Risk Assessment. In addition, it was resolved that the PC should adopt the following Policies:- Financial Regulations, Complaints, Code of Conduct, Expenses, Data Protection and Freedom of Information. The Clerk agreed to review the NCALC template documents, tailor them to TMPC and email them to Cllrs for consideration ahead of the next Meeting.

5. To review the Asset Register

The Asset Register was reviewed and it was resolved to approve the Asset Register.

6. Confirmation of arrangements for Insurance Cover

Two insurance proposals had been received. It was resolved to take out insurance with BHIB Insurance Brokers commencing 1st June 2018

7. GDPR Compliance

Cllr Mr Stevenson proposed that Northants CALC be appointed as the PC's Data Protection Officer, seconded by Cllr Mrs Sharp.

Minutes of the Ordinary Meeting of Thorpe Malsor Parish Council held on 29th May 2018 at 7.30pm in the Village Hall.

1. Declaration of Interest

None made.

2. Minutes of the last meeting

The Minutes of the Meeting held on 10th April 2018 were read, proposed by Cllr Mrs Pope and seconded by Cllr Mrs Powell before being signed.

3. Progress Reports from the last meeting

a. Defibrillator for insertion into the phone box

Cllr Mrs Pope reported that the phone box had now been decorated and was looking cleaner, brighter so should last for many years. With regard to the purchase of a defibrillator, Cllr Mrs Pope advised that she was conscious that the PC would need to contribute an amount of money towards the play area if our application for a grant is successful (up to £1000) and therefore proposed that the purchase of the defibrillator be put off until after a decision had been made. In the meantime Cllr Mrs Pope advised that she would continue to look into other sources of grant funding towards the cost of a defibrillator. All Cllrs agreed.

b. Play Area

Cllr Mrs Pope advised that there was no news yet but the decision as to whether Mick George would sponsor a new play area was imminent.

c. Community Emergency Plan

Cllr Mr Stevenson advised that preparation of a CEP was underway.

d. Broadband/Fibre Optic Cabling

It was reported that Cllrs Mrs Pope and Mrs Sharp attended a meeting in Cransley along with residents of Cransley, Loddington and Orton regarding the installation of the fibre optic cabling, a number of residents had signed up already although there was no specific "go live" date at present.

Cllr Mrs Pope raised concerns that the Gigaclear option would not be suitable for those in tenanted and social housing. Cllr Mrs Sharp advised that she understood tubing to run fibre to the cabinet is in place so potentially there would be an alternative for people to the Gigaclear option and she agreed to continue chasing on this point.

Mr Crispin Holborow advised the Committee that he had been in contact with Gigaclear to ascertain what package was on offer to tenants as opposed to owner occupiers. He was concerned that the current tenant package is more expensive and would put tenants off signing up. He was currently awaiting details in writing.

e. Street lighting at the bungalows

Cllr Mrs Sharp advised that she had visited the bungalows and had noted that the street light was not working, she had also noted that a number of the bollard lights were also out. Cllr Mrs Sharp agreed to follow this issue up with KBC.

f. Inconsiderate Parking

Cllr Mr Stevenson reported that the signs that had been offered by KBC had not yet been received so agreed to follow these up. In the meantime, he had tried putting up

notices and bollards but these had been ignored and moved by motorists. Cllr Mrs Pope sought assistance from Colin Thompson who agreed that a notice asking people to park considerately would be displayed in the Social Club however a longer term solution was proposed by Cllr Mrs Powell who suggested that if the problem continued consideration should be given to speaking to the KBC about concreting or matting the grass area with a view to creating a proper parking area.

4. Public Participation Session

No matters were raised by the attending member of the public.

5. Finance

- a. The Clerk presented an up-to-date Financial Report, the following accounts were passed for payment:-

Cheque No 100326	Payee: Mrs Helen Sharp (website hosting)	£95.99
Cheque No 100327	Payee: BHIB Limited (annual insurance)	£269.28
Cheque No 100328	Payee: Mrs A-M Walton-Miller (1/2 year salary)	£250.00
Cheque No 100329	Payee: Iain Auld Decorating Services	£800.00

It was proposed by Cllr Mr Stevenson, that these be paid, seconded by Cllr Mrs Pope.

- b. The Annual Governance Statement 2017/18 was considered, completed and approved by Cllr Mrs Pope. The Accounting Statements 2017/18 were also approved by Cllr Mrs Pope.

6. Planning

The Clerk advised that there were no new planning applications.

7. Correspondence

Cllrs had no comments to make in relation to the items of correspondence (a), (b), (d) – (f). In response to item (c), Cllr Mrs Pope proposed that she would respond to the Unauthorised Developments and Encampments consultation on behalf for the PC, all Cllrs were in agreement. It was also agreed that the consultation document would be made available on the website should other members of the public wish to respond.

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/697354/Consultation_-_unauthorised_encampments.pdf

8. Any other Business

a. Internal Auditor Report

The Internal Auditors Report dated 27/04/18 was read out by the Clerk.

9. Items for the next meeting

- a. Communications with residents – Cllrs Mrs Sharp and Mr Stevenson to meet to discuss ways to improve communications/engagement with residents over facilities, events etc. via emailed newsletter.

10. Date of Next Meeting

This was fixed for Tuesday 24th July 2018 at 7.00pm.

Signed:

Dated: