

## Minutes of Parish Council Meeting held on Wednesday 11th April 2018

**Present** Gemma Benoliel (GB) Keith Fletcher (KF) Marie Johnston (MJ) Peter Lemaire (PL)  
Roger Moore (RM)  
Joanna Brock (Clerk) 2 parishioners

180 **Apologies:** Andy Climpson. GB took the Chair.

181 **Declarations of interest:** None.

182 **Minutes of last meeting:** These were agreed and signed.

183 **Public session:** Anne Critchley asked that a trolley could be ordered for the village hall from the village hall budget. This has already been actioned.

184 **Clerk's report:** All Clerk's actions from last meeting have been completed, and are reported, if necessary, here or under relevant sections. A date has not yet been confirmed for the pavilion clean, this will continue to be chased. Coulton Trees chased regarding pruning two trees in the parish. They have now given a date of 1<sup>st</sup> June. Several companies and Lloyds Bank have been contacted to inform them of the change of parish address. A new EPC Facebook page has been set up for councillors to peruse. The Cricketers will continue to be chased for their deposit and insurance details for hiring of the pavilion and pitch.

### 185 **County/District Councillors reports**

No apologies or reports from Felix Bloomfield or Richard Pullen. Steve Harrod had sent a report (previously circulated).

### 186 **Accounts & Administration**

RESOLVED report accepted.

New income and expenditure, as previously circulated.

RESOLVED all invoices to date authorised.

**Clerk**

RESOLVED additional training time agreed for the new Clerk.

**Clerk**

Neighbourhood Plan team to make a presentation on 16<sup>th</sup> May at the parish annual meeting.

RESOLVED GB will continue to liaise with Mr Watts, and the Clerk.

**GB/Clerk**

The Standing Orders approved in February 2018 & the Finance Regulations approved in December 2017 have been uploaded to the website, in order to comply with the Transparency Code.

NALC has issued new Model Standing Orders, which have been circulated.

E-ON contacted and another one year fixed electricity rate confirmed.

**Clerk**

### 187 **GDPR**

RESOLVED appoint a specialist agency to audit EPC and implement GDPR, & train the Councillors and Clerk as necessary.

**Clerk**

### 188 **Appointment of Councillors to Pavilion Refurbishment Working Group**

RESOLVED membership to be GB, KF & MJ.

### 189 **Report from the Neighbourhood Planning Group**

Minutes had been circulated.

### 190 **Health & Safety**

None.

191 **Village Maintenance**

Member of the public wanted it noted that the grass verges at the kerbsides on The Street are very churned up by vehicles.

RESOLVED Steve Harrod (OCC) to be contacted regarding this.

**Clerk**

The gang mowers have been taken away to be repaired. They will be returned on 13<sup>th</sup> April.

The path by the gateway on Cow Common is very muddy and not fit for purpose.

RESOLVED Benson Sawmills will repair this whilst attending to other village maintenance (see below.)

RESOLVED Cow Common car park and recreational play area to be repaired by Benson Sawmills from option 1 of quotation.

The landowner of the pig field has been contacted and has agreed to plough the field in a way to minimise flooding. Fords Farm has taken responsibility for repairing the leak in the cattle trough.

KF will take another water meter reading.

**KF/Clerk**

192 **Reports from meetings etc**

Town and Parish Forum training day discussed for possible attendance.

193 **Correspondence**

RESOLVED RAF has EPC's permission to land a helicopter on the Common on 23<sup>rd</sup> April.

**Clerk**

Request received from Mrs Critchley requesting the accounts for the village hall for the year end 2017 – 2018. Letter given to Mrs Critchley at the meeting.

194 **Other items of interest**

PL and KF still having difficulty accessing EPC emails from their designated council emails.

The meeting closed at 21:15

Signed:

Date:

Date of next Meeting – 9<sup>th</sup> May 2018

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