

Brant Broughton and Stragglethorpe Parish Council
Minutes of Parish Council meeting held on Tuesday 4th September 2018

Members: Chairman Cllr C Thornton, Vice-Chairman, Cllr M George, Cllr P Dunning, Cllr J Salmon, Cllr P Orrock, Cllr D Rowe

Present: Cllr C Thornton (CT), Cllr M George (MG), Cllr P Orrock, Cllr J Salmon (JS), Cllr P Dunning (PD), Cllr D Rowe (DR), A Askew/Parish Clerk and Seven members of the public

18/46 Declaration of interest – Cllr D Rowe declared an interest re - footpath signage from High Street to St Helens Church and requested a dispensation asking that she be present during the discussion, but would not be seeking to vote on the matter. Cllr CT asked for a vote from the Parish Councillors for the requested dispensation - carried unanimously in favour.

18/47 Public, District and County Councillor Time – A member of the public raised the re-routing of footpath 13. Cllr CT gave a synopsis on the way forward with footpath 13 once the 28 day notice has been published. The member of the public also commented about the footpath from the High Street to St Helens Church and whether the newly erected gate post leaves the footpath wide enough for free passage through the gap. Cllr DR advised that footpath access was the wider side of the gatepost. (To avoid confusion to the right of the gate post when facing St Helens Church from the High Street and to the left of the gatepost when facing the High Street from St Helen Church thus taking users of the footpath through the larger gap) Another member of the public enquired whether the footpath would continue at a similar width and another member of the public commented about the 'dog leg' bend in the footpath and that it was very narrow, dark and reduced the sight line. Another member of the public mentioned about the dog waste bins and when would they be installed. Cllr CT advised that it would be in due course. Another member of the public referenced the allotted housing quota minute 18/39/5 meeting 17.07.18 and whether this was sustainable

18/48 Apologies for Absence - Cllr P Woodman, Cllr S Howe

18/49 Approve the minutes - of meeting on 17th July 2018, Cllr CT requested accuracy and approval of minutes plus notes taken by Cllr JS. Proposed Cllr MG, seconded Cllr PO - unanimously approved

18/50/1 Matters for Discussion - Cllr DR to join Parish Council HR committee proposed Cllr PD, seconded Cllr MG - carried unanimously

18/50/2 Policies update – Cllr MG advised that a meeting had been held to go through the policies and that Standing Orders needed updating regarding dispensation. Cllr CT commented that the reference to dispensation in the Code of Conduct should be the same in Standing Orders. Cllr MG would like to check with LALC prior to actioning this. Cllr CT would like to add a paragraph on the complaints policy between paragraphs 3 and 4. This to be sent round via email and voted on at the next meeting. Cllr MG proposed the changes/updating the policies Financial Regulation, Freedom of Information, Health and Safety and Grants seconded Cllr DR - carried unanimously in favour

18/50/3 Health & Safety responsibilities - Cllr DP to undertake maintaining of the parish assets and the register, proposed Cllr MG, second Cllr PO - carried unanimously in favour

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18/50/4 Update, traffic calming sign – Cllr CT has sent two requests to highways and to date has not received a reply.

18/50/5 Cllr to accompany Cllr CT to next cluster meeting on 24.09.18 at Bassingham, Cllr DR will attend.

18/50/6 Update, GDPR policy Cllr PO commented that LALC have been a helpful resource and that it was best to have all communication going through one person either the clerk or the chairman. Cllr PO would like to have all Cllrs with a standardised email address for Parish Council communication. He advised that the data will be stored on the cloud and this can be easily accessed. All documents going forward should be in PDF format with a GDPR disclosure at the footer of all Parish Council and Parish Councillors emails. Cllr PO proposed new emails for each Parish Councillor, all documents to be in PDF format when sent from parish council/councillors emails. The Clerk will be responsible for storing email data, seconded Cllr MG - carried unanimously in favour.

18/50/8 Following on from discussion for support at Brant Broughton & Stragglethorpe Parish Council meeting on 5th June 2018 reference animal by-products processing facility, Norton Disney – Cllr CT will await the LCC planning meeting prior to comment and advised that NKDC have a planning meeting for this on 04.09.18

18/50/9 Update, Neighbourhood Plan working group – Cllr JS updated and advised that at the Neighbourhood Plan meeting on 07.06.18 the group disbanded due to no one wishing to undertake the role as committee chairman.

18/50/10 Re-allocation of £500.00 grant funding from access ramp for Brant Broughton Pre-school to artificial grass for their play area. Cllr CT recapped on the grant award and proposed the grant funding re-allocation, seconded Cllr JS unanimously agreed. Clerk to communicate the award re-allocation.

18/50/11 2019 Parish Council meeting dates 2019 -proposed Cllr CT, seconded Cllr PD - unanimously agreed

Date	Type of Meeting	Main Agenda Item
22 nd January	PC	Precept Setting
05 th March	PC	
10 th April	APM (Wednesday)	
30 th April	PC	Accounts
02 nd May	(Election Day)* (Thursday)	
14 th May	AGM*	
11 th June	PC	
23 rd July	PC	Policies
03 rd September	PC	Policies
30 th September	(Closing date for Grant Applications)	
22 nd October	PC	Grant Applications
10 th December	PC	Initial Precept

All Meetings will be on Tuesday with start time of 7.30pm or 8pm.

PC Parish Council Meeting

APM Annual Parish Meeting

AGM* Annual General Meeting.

*(In an Election Year this Meeting MUST be held within 14 days of the Election)

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18/50/12 Footpath 13 update, see public time **18/47**

Assets and liabilities – Update, footpath signage, quotations for St Michaels, Stragglethorpe and High Street to St Helens. Cllr PO and Cllr MG will measure for St Michaels and let Cllr PD know what size. Cllr PD commented about the sign for St Helens from the High Street, Cllr DR asked whether other churches would be sign posted. Cllr PD commented that the church was not sign posted from the High Street. It was not clear that the footpath lead to the church this was why the sign was being proposed. Cllr DR also suggested that a parking sign might be erected for the church as it is inadequate at times which can make the High Street very busy with parked cars. Cllr CT commented that a sign for parking would need further investigation

18/51 Planning - 18/1168/TCA Tree works application – Parish Council comments as follows they support the application as the trees are over mature or dying. Proposed Cllr MG, seconded Cllr JS -unanimously agreed. Clerk to action

18/52 Finance Bank balance at 1st August 2018 £31462.47 Agreed and proposed Cllr PO, seconded Cllr PD - unanimously approved

Meeting closed 21.13

Closed session

Date of Next Meeting: 16th October 2018