

Minutes

Ordinary Meeting of Chadwick End Parish Council

Held on: Tuesday 3rd December 2019 at 2pm

Place: Chadwick End Village Hall

Present: Cllrs Rob Horsfield (Chair), Jeff Davies, Pat Burrows and Mike Playdon

In attendance: Kerry Finlayson (Parish Clerk)

Members of the public:1

162/19 WELCOME and APOLOGIES

Councillors received and accepted apologies from Cllr Walsh who would be taking a back seat for a short while due to personal circumstamces.

163/19 DECLARATION OF INTEREST

There were no interests declared in any item of business on the agenda

164/19 CONFIRMATION OF MINUTES

The minutes of the Ordinary Parish Council meeting held on 12th November were confirmed and signed.

Proposed Cllr Horsfield Seconded Cllr Playdon All in favour

165/19 OPEN FORUM

A member of the public (MOP) asked if the bus service would be cancelled as they had heard that the service was losing money. The Chair would contact the bus company to seek the facts.

166/19 FINANCIAL MATTERS

a) Payments

Invoice No.	Invoice Date	<u>To</u>	<u>For</u>	<u>Amount</u>
105	01-Nov	Fortress	Waste	60.58
106	01-Dec	Fairways	Grounds/Dog Bins	313.13
107	29-Nov	NEST	Pension	
108	12-Nov	V Pyke	Deposit Refund	50.00
109	12-Nov	M McCabe	Playground	250.00
110	01-Dec	Fortress	Waste	60.58
111	02-Dec	Look Local	Printing	45.00
112	02-Dec	M Walsh	Coffee Morning	18.76
113	03-Dec	Clerk	Expenses/Allowance	52.24
114	29-Nov	Clerk	Salary	
115	02-Dec	opus	Electricity	79.45
116	03-Dec	J&D Security	Lock	82.80

Proposed Cllr Davies

Seconded Cllr Horsfield

All in favour

b) Bank reconciliation

Due to a technical error with Unity Bank the statement was unavailable and the accounts had not been reconciled.

c) Draft Budget and Precept

Cllrs received and noted the draft budget/precept recommendation from the RFO. All Cllrs were advised to review this and send any suggestions to the RFO by the end of the year. Cllr Davies proposed an increase of 3% to the precept which was seconded by Cllr Horsfield with all Cllrs in agreement.

The Chair thanked the RFO for her hard work in putting together a substantial budget.

167/19 SMARTWATER

Cllrs discussed different purchase options and **agreed** that they would like to subsidise the purchase for each household by 50%. The Clerk and Vice Chair would write a newsletter to be sent to each household and would look for expressions of interest before purchasing a bulk order.

168/19 TREES

Cllrs approved tree works to reduce the height and face back some conifers at a cost of £400.

Proposed Cllr Horsfield Seconded Cllr Burrows All in favour

169/19 PLANNING

 a) PL/2019/02938/PPRM The Willows, Netherwood Lane No objection

Proposed Cllr Horsfield Seconded Cllr Davies All in favour

b) PL/2019/02171/MINFHO Priest Park Barn, Warwick Road

No objection

Proposed Cllr Horsfield Seconded Cllr Davies All in favour

170/19 VILLAGE HALL

a) Refurbishment Plan

Cllr Playdon asked about heating as what was in place currently was not sufficient. Cllrs discussed the various options and agreed to get a heating engineer to assess the needs. Cllrs discussed the refurbishment plan and agreed the following using CIL 106 funds:

- Electrical Work at a cost of £1480 to be done by local electrician Joshua Bowen
 Proposed Clir Horsfield
 Seconded Clir Playdon
 All in favour
- $_{\odot}$ Building Work at a cost of £1927 to be done by local builder Mickey Hughes The PC would supply a raised toilet seat with removable arms £34.14 incl. VAT plus delivery and a Wall Mountable Baby Changing Unit up to £130 incl VAT plus delivery.

Proposed Cllr Horsfield Seconded Cllr Playdon All in favour

New Front Door at £748 plus VAT

Proposed Cllr Horsfield Seconded Cllr Davies All in favour

 Refurbishment of wash basins and conversion of a cubicle to a cupboard at a cost of £570 o be done by local builder Mickey Hughes

Proposed Cllr Horsfield Seconded Cllr Davies All in favour

b) Hall Booking System

The Clerk discussed the different options and Cllr agreed a budget of £50 for a PAYG mobile phone with £10 top-up to start to avoid her receiving calls on her personal mobile.

Proposed Cllr Davies Seconded Cllr Horsfield All in favour

c) Regular Booking Reguests

Cllrs **agreed** to the requests for regular puppy classes and mindfulness classes subject to payment in advance for hire and a review after 3 months.

d) Christmas Carol Concert

The Chair confirmed that the lights would be switched on at 7pm and the concert would start at 7.30pm.

e) Flooding

The Chair reported that the hall came very close to being flooded a few weeks ago. He would now write to SMBC to request drainage on their land.

f) Recycling

The hut at the front of the hall would be moved to the side at the back to accommodate the recycling bins being set up by a member of the parish.

171/19 AGENDA ITEMS FOR FUTURE MEETINGS

a) GDPR - ICO

Chair and Clerk to look at priorities

b) Internal Audit Preparation

Vice Chair and Clerk to review

172/19 DATE OF NEXT MEETING

o Tuesday 7th January 2020 at 6.30pm (Full Ordinary)

173/19 CLOSURE OF THE MEETING TO THE PUBLIC and PRESS

The meeting closed at 15.33

Proposed Cllr Horsfield Seconded Cllr Playdon All in favour

174/19 CONFIDENTIAL and PERSONNEL

- a) Clerk's Annual Appraisal this would take place before the meeting in February
- b) Cllr Horsfield would take over the fortnightly hall checks whilst Cllr Burrows was recovering from an injury and would set up a rota from the new Year.

Dated:			
Signed:			