

Sutton Bonington Parish Council

Minutes of the annual meeting of Sutton Bonington Parish Council that was held via Zoom on Tuesday 4th May 2021 at 6.30 PM

Present:

Cllr McMullen-Kerr, Cllr Bembridge, Cllr Raven, Cllr Collings, Cllr Harrod, Cllr Jackson, Cllr Hood, Cllr Betts, Cllr Burgess, NCC Cllr Brown, RBC Cllr Brennan, 2 members of the public and the clerk.

349/2021 – Appointment of Chair

- Cllr Collings proposed Cllr Julie McMullen-Kerr, this was seconded by Cllr Jackson. There were no other proposals. All councillors were in agreement. Cllr Julie McMullen-Kerr accepted the role of Chair for twelve months.

350/2021 – Appointment of Vice Chair

- Cllr Collings put herself forward for Vice Chair, this was seconded by Cllr Bembridge. Cllr Raven proposed Cllr Bembridge. Cllr Bembridge declined the proposal due to work commitments. All councillors were in agreement with the proposal for Cllr Collings to be Vice Chair.

351/2021 – Resolution to receive apologies for absence

- It was noted that Cllr Wright was absent without apologies.

352/2021 – Resolution to receive declarations of interest on items on the agenda

- Cllr Raven and Cllr Simpson declared an interest on the Landcroft Lane planning as residents.

353/2021 – County Council/Borough Council/Police reports

- Cllr Brown reported that the election is taking place on Thursday. It was noted that there are ongoing concerns about the cross roads at College Road and whilst a lot of work has been done over the past 8 years with regards to signage and lighting, if councillors have any additional ideas on how the cross roads can be improved they should forward them to him. Cllr Bembridge suggested that it might be worth installing the rumble strips. The Chair thanked Cllr Brown for his support and wished him all the very best.
- Cllr Brennan thanked the parish council for allowing her to attend the meetings and also for applying for the grants that had been made available. The Chair thanked her for her support.
- The clerk confirmed that a police report had not been received and that it would be forwarded to councillors as soon as it have been received.

354/2021 – Public Forum

- N/A

355/2021 – Resolution to approve minutes of the meeting held on the 12th April 2021

- A copy of the minutes of the meeting held on the 12th April 2021 were circulated to councillors prior to the meeting. Cllr Betts proposed that they be accepted as a true record of the meeting, this was seconded by Cllr Burgess and all councillors were in agreement. A copy of the minutes will be uploaded onto the parish council website and will be signed by the Chair at the next available meeting.

356/2021 – Resolution to approve payments

- The clerk submitted a schedule of payments totaling to councillors prior to the meeting. Cllr Harrod proposed the payments, this was seconded by Cllr Simpson and all councillors were in agreement.

Neil Toothill, maintenance & cleaning	£144.00
Helen Chadwick, clerks salary	£789.25
Helen Chadwick, reimbursement for speed trolley batteries	£213.98
Helen Chadwick, reimbursement for pavilion planning application	£142.00
Helen Chadwick, reimbursement for dug out planning application	£142.00
Sutton Bonington Playgroup, COVID donation	£250.00
Canopy Tree Services, tree works	£300.00
Kents Services, mowing	£516.00
HMRC, PAYE	£257.71
	£2,754.94

357/2021 – Resolution to approve year end accounts and external audit for 2020/2021

- The clerk presented the year end accounts for 2020/2021 which showed an income of £31,517 and expenditure of £42,152. A copy of the accounts had been circulated to councillors prior to the meeting. Councillors reviewed the accounts, the following questions were asked:
 - Cllr Raven asked about VAT and whether this had been reclaimed, the clerk confirmed that a claim would be submitted during the month.
 - Cllr Jackson asked about the level of assets and requested a copy of the asset register.
 - Cllr Bembridge questioned the salary payments made to the clerk, it was noted that the clerks salary was agreed at the Finance Committee meeting and that on top of the payment there are also HMRC payments.
- Cllr McMullen-Kerr proposed that the accounts be accepted as a true reflection for 2020/2021, this was seconded by Cllr Miles and all councillors were in agreement. As the meeting was a zoom meeting it was agreed that the clerk would arrange for the Chair to sign the year end accounts and all parts of the AGAR so that they could be forwarded to the auditor to meet the July deadline.

358/2021 – Resolution to adopt Standing Orders

- The clerk circulated a copy of the Standing Orders to councillors prior to the meeting. It was reported that there were no changes and councillors accepted for the following year. The clerk reminded councillors that they can be updated at any time during the year if needed. Councillors agreed to adopt the standing orders.

359/2021– Resolution to adopt Financial Orders

- The clerk circulated a copy of the Financial Orders to councillors prior to the meeting. It was noted that since the orders were circulated there has been a change to them in relation to thresholds under Public Procurement following the departure from the EU. It was recommended that the orders be adopted in their current format and that the clerk would update them and bring them to the next meeting for approval. Councillors in agreement to adopt the financial orders.

360/2021 – Resolution to approve request from the cricket club for a donation towards the cost of a new mat

- The clerk reported that we have received a request from the cricket club for a 50% donation towards the cost of new mat which will be in the region of £250. It was noted that whilst the nets are owned and insured by the cricket club they are in place all year round for anyone to use and therefore provide a valuable asset to the village.

- Cllr Collings proposed that if the cricket club receive three quotes that total no more than £300 that the parish council would make a 50% donation, this was seconded by Cllr Raven and all councillors were in agreement providing they met regulations.

361/2021 – Resolution to approve request from the school for a donation towards an inspirational workshop to support the mental and physical health of pupils

- The clerk reported that a request had been received from the school for a donation towards an inspirational workshop to support the mental and physical needs of the pupils. Cllr McMullen-Kerr commented that it is important to support the wellbeing of pupils. Cllr Raven proposed a donation of £250, this was seconded by Cllr Betts and all councillors were in agreement.

362/2021 – To discuss the removal of the Public Call Box from land opposite 7 Main Street and agree actions

- It was reported that we have received notification that the public call box on Main Street is going to be removed and one option would be to adopt the phone box and then it can be utilised for something in the village, a book swap, seed swap, etc.
- Cllr Burgess commented that it could be used to house a defibrillator in the future if we wanted to relocate any of the current defibrillators. Cllr Collings commented that we could use it with a power supply for a defibrillator in the future.
- Cllr Raven commented that the defibrillator at the playing field is for the playing field and that we need to consider the maintenance costs of the phone box.
- Councillors discussed the options and Cllr Betts proposed that we adopt the phone box, this was seconded by Cllr Collings and all councillors were in agreement.

363/2021 – Planning & land

It was noted that a copy of planning applications had been circulated to councillors as they were received.

- a. Planning application 21/01228/FUL – erection of a new dwelling, garage, landscaping and associated external works on land to the west of 10 Landcroft Lane.

Councillors reviewed the planning application and agreed that an objection should be submitted due to its size and prominence. It was also noted that it will impact on the character and appearance of the street scene, it is already becoming a more densely populated area and what was open fields will become even more residential. The development will have a detrimental impact on other properties, trees, wildlife and nature in general.

Councillors commented that they had not been able to access the site. Cllr Brennan commented that the portal has been down during the day and apologised for lack of access.

- b. It was reported that one of the properties on Pasture Lane appears to be creating a driveway from their property across the grass verge onto the road. The clerk confirmed that she had spoken with Cllr Brown and Highways about this and it has been confirmed that they do not need planning permission only permission from highways, which is why the parish council have not been notified of the work. It was reported that Highways have confirmed that they are not allowed to deny a resident access to their property even if it means taking up green space and laying tarmac or paving. The clerk confirmed that the conservation status has been checked and even that does not prevent Highways from denying them access. It was noted that Highways have been and done a site visit and the resident has been granted permission to take the grass up and replace it and that there is no need for consultation. Cllr Raven asked whether grass matting could be used other than tarmac.

364/2021 – Date of next meeting

- Monday 7th June at 7.00 PM

Closed at 19:15