

HOUGH ON THE HILL PARISH COUNCIL

Minutes of an Ordinary Meeting of Hough on the Hill P.C. held on the 24th September 2009 at Carlton Scroop Village Hall commencing 8.00pm.

Present at the meeting-

S.Morgan (Chair)	C.Sherwood
T.Newcombe	R.Kingscott

1. Public Form
One member of the public was in attendance. No issues were raised.
2. Apologies for absence
Apologies were received and accepted from B.Gray.
District Cllr Kerr also sent apologies.
3. Declarations of interest
There were no interests declared.
4. Notes of Previous Meetings.
 - a. Notes of Parish Council meeting 21st May 2009 (AGM) were agreed and signed by the Chairman as an accurate record.
5. Reports from Clerk and Members on any matters outstanding
 - a. To note the following outstanding items.
 - i. Ploughing of verges Carlton Rd. – It was agreed to write to LCC following their June letter expressing the opinion that they are not inspecting the correct piece of land.
 - ii. Fencing in Conservation areas . – It was agreed to contact SKDC Planning for an update on the situation
 - b. Any other matters outstanding.
6. Planning matters
 1. To note planning application outcomes.
 - a. Change of use Gorse lodge Stubton
Awaiting Decision
 - b. Erection of Dwelling and new access Adj Cottage Lower Rd Hough
Awaiting Decision
 - c. Menaege Retrospective decision Lovedon Barn Gelston
Approved conditionally
 - d. Erection of stables and construction of meneage, Foley Ln. Hough.
Approved conditionally
 - e. First floor extension. Chestnut Ct. Brandon.
Approved conditionally
 - f. Change of use, paddock to garden. Manor Grange, Gelston
Refused
 - g. Erection of garden wall and gates, The Orchard, Gelston
Awaiting Decision. – It was noted that the application had now been withdrawn by the applicant.

2. To consider any related matters.
 - i. The planning appeal at 22 Carlton Rd had been dismissed.
 - ii. Listed Building consent at Hough House has been granted conditional approval.
 - iii. The Gypsy/Travelling site appeal will be held at SKDC offices on 3rd November.

7. To review and approve the Risk Assessment Policy.
Following discussion and minor amendments for clarification the policy (previously circulated) was unanimously adopted.

8. To review and approve Financial Procedures.
Following discussion and minor amendments for clarification the policy (previously circulated) was unanimously adopted.

9. To consider items from Councillors.
 - a. Cllr Morgan – Matters outstanding from village walkabout. - The following matters were outstanding from the village walkabout and it was agreed that LCC Highways be contacted for an update of the situations.
 - i. Suitability of restrictive HGV signs on road from Hough to Hougham
 - ii. Missing sign to Marston at Grange Lane/Hough Rd junction.
 - iii. Access to Church uneven surface.
 - iv. Removal of bush, Churchyard/entrance to footpath India Rubber Hill also investigate removal of gates to footpath.
 - v. Unstable Dyke at Honnington Crossroads (this had been verbally mentioned though not recorded at the walkabout)

 - b. Cllr Morgan – Energy Efficiency meeting.- The Chairman thanked all those who attended the meeting which was describe as most informative.

 - c. Cllr Morgan - Public Sector Equality Duties – Having read the previously circulated document, members agreed that they were aware of their duties under the regulations and considered that the P.C. fulfilled those duties.

 - d. Cllr Morgan - Outcome of meeting with Highways Officer. – all these matters were covered in a. above.

 - e. Cllr Morgan – Future Management of Playing Fields and Annual Inspection –
 - i. Following discussion it was agreed that a letter be sent to the management committee requesting that they display the appropriate notice for the P.C. to take over the management of the playing field.
 - ii. It was further agreed that Wicksteed leisure be approached to do an Annual Inspection and Risk Assessment. (cost £71).
 - iii. Members also considered that it would be appropriate to consider erecting a contact sign at the playing field for the public to report any damage/risk that they observe.

- f. Cllr Morgan - Parking on village green Gelston. – It was agreed that a leaflet is produced to remind villages that parking on the green is not allowed. It was further agreed that the clerk would check what sanctions can be imposed and the by-law which exists for this purpose.
- g. Cllr Morgan - Dog Fouling Gelston – It was agreed that a leaflet be prepared for both Gelston and Brandon reminding dog owners of their responsibilities for their pets including not to allow them to stray. It was further agreed that the clerk would confirm SKDC responsibilities in the matter and obtain the appropriate warning signs.
- h. Cllr Morgan - Grass Cutting – removal of clippings – It was agreed that a price should be obtained for the removal of clippings at each individual site. The tender for grounds maintenance, due this year, is to be presented to the December meeting.
- i. Cllr Morgan – Town and Parish Conference – It was noted that the Conference is to be held on the 24th November 2009. Cllrs Morgan and Sherwood agreed to attend.
- j. Cllr Morgan – Free Trees for Parish’s – It was agreed to order 100 hedging plants and 10 trees for planting at the playing field. It was further agreed to approach the Church to ascertain whether they wish a tree to be planted at Brandon.
- k. Cllr Kingscott –Letter from PFI Karting – It was agreed that members would take up the offer to meet PFKI on site to discuss the issues surrounding the Karting Track.
- l. Cllr Sherwood – Update on use of Parish Land (Brandon) – It was agreed that Cllr Sherwood would continue to investigate the concept of a Communal Orchard and it was further agreed that a book is purchased on the subject. (£10.00 plus p&p)
- m. Cllr Gray – Provision of Bench, playing field – This matter was deferred in the absence of Cllr Gray.

10. Financial matters.

- 1. The following payments were authorised -
 - a. Village Hall Meeting 24th September 2009. £10.00.
 - b. Payments for Grounds maintenance 3,15 & 24/8 £330.
 - c. Payment of Audit Fee Clement Keys £138.00
- 2. Payments made on tender for grounds maintenance for 2,12 & 26.5, £310.00. 6,20 & 30.6, £330.00 and 18.7 £110.00 were approved.
- 3. Payment made to Wickstead Leisure £282.71 for maintenance on playing field were approved.
- 4. Conclusion of Audit – The clerk reported that the Audit had closed satisfactorily and no comments had been made by the auditor. The Notice of Conclusion of Audit had been posted.
- 5. Current Year Accounts – Members noted the accounts to date, previously circulated.
- 6. Any other financial matters.

11. Correspondence

- a. Correspondence received as shown on the attached list was noted..
- b. There was no other correspondence that had not been covered on the agenda.

12. Matters requiring urgent discussion.

Cllr Newcombe reported on the Rural North Forum. It was noted that the two guest speakers did not attend but an interesting talk was presented by an SKDC officer on two tier local authorities and SKDC Housing.

13. Presentations by other invited speakers.

There were no other invited speakers. It was however noted that Cllr Kerr had conveyed a message confirming that the new CEO of SKDC had been appointed internally.

14. To note the date and time of the next meeting.

The next meeting will be held on Thursday 10th December 2009 at Carlton Scroop Village Hall commencing 8pm.

There being no further business the meeting closed at 9.55pm.

9/2009