

## Shutford Parish Council Meeting

### Wednesday 8<sup>th</sup> May at 7.30pm in Shutford Village Hall

The meeting commenced at 7.30pm

**Present:** Cllrs Debbie Pitt, Helen Nixseaman, Ashley Taylor, Carolyn Rann, Sandy Forrester, Tom Parrish and David Best, Parish Clerk. Also present were 12 members of the public.

**Apologies for absence:** Cllr George Reynolds

19/001	<p><b>Election of Chair, Vice Chair, and responsibilities of Councillors:</b>  <b>Cllr Debbie Pitt was elected Chair</b> (proposed Cllr Taylor, seconded Cllr Nixseaman)  <b>Cllr Helen Nixseaman was elected Vice Chair</b> (proposed Cllr Rann, seconded Cllr Pitt)  The following Councillor responsibilities were agreed:  <b>Allotments</b> – Cllr Pitt &amp; Cllr Parish (proposed Cllr Rann, seconded Cllr Nixseaman)  <b>Assets</b> – Cllr Pitt (proposed Cllr Taylor, seconded Cllr Rann)  <b>Dairyground</b> – Cllr Rann &amp; Nixseaman (proposed Cllr Pitt, seconded Cllr Parrish)  <b>Dairyground Weekly Inspection</b> – Cllr Taylor (proposed Cllr Parrish, seconded Cllr Pitt)  <b>Defibrillator</b> – Cllr Taylor (proposed Cllr Pitt, seconded Cllr Rann)  <b>Highways/Signs</b> – Cllr Forrester (proposed Cllr Pitt, seconded Cllr Rann)  <b>Planning</b> – Cllr Parrish (proposed Cllr Pitt, seconded Cllr Taylor)  <b>Village Hall Rep</b> – Cllr Rann (proposed Cllr Pitt, seconded Cllr Parrish)</p>
19/002	<p><b>Declarations of Interest:</b> None although a member of the public suggested that Councillors who live at the Dairyground should declare an interest in that.</p>
19/003	<p><b>Minutes of the last meeting:</b> It was <b>RESOLVED</b> that the minutes of the meetings held on 13<sup>th</sup> March were a correct record and signed. Proposed by Cllr Carolyn Rann, Seconded by Cllr Ashley Taylor.</p>
19/004	<p><b>Matters arising from the minutes:</b>  <b>Actions List</b> – The actions list was reviewed and will be published on the website.</p>
19/005 19/005/1  19/005/2  19/005/3 19/005/4  19/005/5  19/005/6	<p><b>Parish Matters:</b>  <b>Neighbourhood Watch</b> – It was agreed that Cllr Pitt will check whether MR N Voce is still co-ordinating this and happy to continue. The Police attended a Thursday Lunch to talk about Neighbourhood watch and undertook to drop off leaflets.  <b>CDC Community Lottery</b> – It was decided not to sign up to this and details have been passed to the Village Hall Committee to see if they are interested.  <b>Defibrillator</b> – It was confirmed that replacement pads will be ordered prior to their expiry date.  <b>Allotment Rent Increase</b> – It was agreed to adopt the proposed increased rates. An increase had been discussed at two meetings with Allotment Holders. Any surpluses will be invested back into the allotments. New agreements will be issued. It was reported that there is currently only one empty plot.  <b>Litter Pick</b> – The chair thanked all those who participated in the village clear up and to Ken Jeffs for his ongoing litter picking. It is hoped that more volunteers will assist next year. The Parish Council will try to schedule the pick on a Saturday rather than a Sunday next year.  <b>Dairyground</b> – Cllr Nixseaman gave a detailed update on progress explaining that some swings have been replaced and plans for the proposed second phase are being discussed with the supplier. Feedback from parishioners was generally positive but some have expressed concerns which include parking congestion, anti-social behaviour, devaluation of house prices, the scale of the play area and the level of consultation with the householders on the Dairyground. It was agreed that a meeting will be convened with Dairyground home owners.</p>
19/006 18/006/1  19/006/2 19/006/3  19/006/4	<p><b>Finance:</b>  <b>Year End Accounts</b> – These were reviewed and arrangements have been made for an Internal Audit. They will be published shortly at <a href="http://www.shutfordvillage.com/parish-council-meetings">http://www.shutfordvillage.com/parish-council-meetings</a>  <b>Bank Reconciliation</b> – This was reviewed and agreed.  <b>Annual Governance and Accountability Return (AGAR) Governance Statement</b> – This was reviewed and agreed.  <b>AGAR Accounting Statement</b> – This was reviewed and agreed.</p>

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<b>19/007</b>	<b>Correspondence:</b> 8 positive communications and two negative communications expressing concern about the play area work and plans have been received.
<b>19/008</b>	<b>Planning:</b> There have been no planning applications since the last meeting and there are no outstanding applications awaiting approval.
<b>19/009</b> 19/009/1  19/009/2  19/009/3 19/009/4 19/009/5	<b>Any Other Business:</b> <b>Moving Road Signs and Speeding</b> – A member of the public expressed concerns that there are some potentially dangerous entrances to properties and asked if anything could be done to improve safety. <b>Parking Outside the Village Hall</b> – Cars are sometimes parked jutting out into the road. This will be raised at the next Village Hall meeting. <b>Dog Waste Bags</b> – A member of the public thanked the person for providing these. <b>Noticeboard and posts round Jame Corner</b> – It was agreed that these will be repainted. <b>New Bench</b> – The back of this does not appear to be very strong. This will be investigated.

The next Parish Council Meeting will be held on Wednesday 10<sup>th</sup> July 2019 at 7.30pm in the Village Hall

There being no other business, the meeting closed at 9.02pm