

Shutford Parish Council Meeting
Wednesday 10th July at 7.30pm in Shutford Village Hall

The meeting commenced at 7.30pm

Present: Cllrs: Debbie Pitt (Chair), Helen Nixseaman, Ashley Taylor (stand-in minute-taker), Carolyn Rann, Sandy Forrester, Tom Parrish and Cllr George Reynolds. Also present were 3 members of the public.

Apologies for absence: Parish Clerk David Best

19/010	Apologies for Absence: Parish Clerk David Best
19/011	Declarations of Interest: None raised.
19/012	Minutes of the last meeting: It was PROPOSED & RESOLVED that the minutes of the meeting held on 8 th May 2019 were a correct record and signed. Proposed by Cllr H.Nixseaman, Seconded by Cllr T.Parish.
19/013	Matters arising from the minutes: Actions List – The actions list on the Village Website needs to be updated with the latest version.
19/014 19/014/1 19/014/2 19/014/3 19/014/4 19/014/5 19/014/6 19/014/7	<p>Parish Matters:</p> <p>Planning on Death of a Senior National Figure – It was confirmed that CDC have no specific advice. SPC to consider options as the event arises.</p> <p>Neighbourhood Watch – The Chair had spoken to N.Voce who had tried to reinvigorate the scheme but was unsuccessful due to the email being bounced.</p> <p>Update on Playground – Cllr H.Nixseaman reported that a successful meeting had been had with residents of the Dairyground and that no further comments have been received. Also shared by Cllr.H.Nixseaman was the current financial status of the project. Further fundraising is ongoing with the plan to reduce the funding required from the PC. A further decision to purchase any further equipment will be made in due course, including the replacement goalposts.</p> <p>The trees and bushes on the Dairyground have been trimmed successfully. A good job was done and positive feedback has been received.</p> <p>The Chair to speak to R.Sabine to enquire about having a support made for the back of John Yeomans bench.</p> <p>Cllr.A.Taylor to create a checklist to record the output of the regular Dairyground checks.</p> <p>Update on Allotments – New contracts have been sent out with approximately half having been signed and returned. The Clerk is to write reminders to those who have not yet signed. The last section of ‘Ron’s’ Plot has been taken with one requiring further improvement. The revised plans of the allotments are to be checked for accuracy following a question from an allotment holder.</p> <p>D.Harvey is giving up her allotment. Discussions were had as to a potential change of use of the allotments on the bank off Lower End. Possibilities were a community orchard. Further suggestions to be sought from Villagers. The Chair to write an article for distribution and to speak to H.Gibb regarding possible change of use.</p> <p>Ownership of Land by Plush Stone – Cllr.G.Reynolds to look into who is the actual owner of the land.</p> <p>Leaning Tree in Church Lane – The Chair to source advice and quotes as to the work required on the tree.</p>

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19/014/8	<p>Sapling Trees – It was decided to wait until Autumn as a better time to plant the saplings. It was suggested to place an article in the Shutford News to see if anyone can make use of them.</p> <p>Vodafone – The response from Cllr.A.Taylor to M.Benford was considered suitable.</p>
<p>19/015 18/015/1</p> <p>19/015/2</p>	<p>Finance: 2019-20 Accounts – A query was raised to seek clarification from the Clerk regarding the item ‘Other Grants’ and requesting further granularity. The figure recorded for the allotment rents is to be checked by the Clerk The item ‘Open Space – Repairs’ needs to be renamed to ‘Dairyground Play Equipment’ and further breakdown of the item to be made by the Clerk</p> <p>Bank Reconciliation – The document provided was from July’18. The correct document to be circulated by the Clerk. VAT is now being reclaimed monthly as per recommendation from the recent internal audit.</p>
<p>19/016 18/016/1</p> <p>18/016/2</p> <p>18/016/3</p>	<p>Correspondence: A comment had been received regarding the playing of football on the Dairyground and balls straying onto cars parked in West Street. The Chair to send a suitable response. A pothole has been reported at the top of Church Lane by the entrance to the field. The Chair is to approach the landowner with a view to it being repaired. A portion of sunken road has been reported on Lower End by the new houses. It was suggested to report this via FixMyStreet.</p>
19/017	<p>Planning: There were no objections to application 19_00955_LB and the PC responded to CDC as such.</p>
<p>19/018 19/018/1</p> <p>19/018/2</p> <p>19/018/3</p>	<p>Any Other Business: Environmental Impact / Single Use Plastics – Cllr.C.Rann has had discussions with various Parishioners as to what initiatives we could do in the Village to in support of the topic such as ‘Freecycling’, having a group that could repair items with those able to instead to throwing them away. It was also suggested to revisit the possibility of turning off street lighting overnight to reduce electricity usage.</p> <p>Race Night – A Race Night is planned to be held in the Village Hall on Friday 11th October. Money raised will be used for funding towards the Dairyground play equipment improvements.</p> <p>Defibrillator Pads – New pads have been purchased and installed in the unit.</p>

The next Parish Council Meeting will be held on Wednesday 11th September 2019 at 7.30pm in the Village Hall

There being no other business, the meeting closed at 8.50pm

Signed by Chairman.....

Date.....

Minutes are marked as draft until the Parish Council agrees that they are a correct record at the next meeting.