**AYLMERTON PARISH COUNCIL**

**PARISH COUNCIL MEETING**

**MINUTES**

**HELD ON 21st July 2022 AT 7 PM AT AYLMERTON VILLAGE HALL**

**Parish Clerk and RFO: Kristine Ceirane**

**Present: Cllr R Bacon (Chairman), Cllr J Lynes, Cllr M Williams, Cllr O Stevens**

**In attendance: K Ceirane (Parish Clerk), P Bullimore (Parish Clerk for Beeston Regis), M Knowles (Chairman of Beeston Regis Parish Council), 3 parishioners.**

**The Chairman opened the meeting at 19:05**

**1.a To receive and consider apologies.** Cllr Kelsey. Cllr Carter. Apologies accepted.

**1.b. To receive Declarations of Interest on THE agenda.** Cllr Bacon declared interest on item 5.2. Cllr Lynes declared interest on item 5.1.

**2. TO APPROVE THE MINUTES** **OF THE PARISH COUNCIL FINANCE MEETING HELD ON 6TH June 2022 -** Minutes approved.

**3. PUBLIC PARTICIPATION (requests to speak on agenda items)**.

Two local landowners wanted to speak regarding several planning applications. Without legal advice the parish council cannot get involved in a civil matter between two parties.

The churchwarden for St. John the Baptist Aylmerton was present at the meeting and brought to the attention of the Parish Council several issues, including asking for financial help for graveyard maintenance.

1. **FINANCE and GOVERNANCE**

4.a To approve timesheets/expenses for payment:

K. Ceirane £667.34 (gross salary for June and July,) K. Ceirane £55 (overtime for June), K. Ceirane £100.43 (Clerk’s expenses for June and July), K. Ceirane £100 (Clerk’s training), HMRC £139.40 (tax on salary) - Approved.

4.b To check whether the hourly rate has been corrected by the payroll services provider and the amount of overpayment – the Clerk has spoken to payroll, the overpayment of £30.34 is to be deducted from August’s pay.

4.c To check progress on the changing of Bank Signatories for 2022/23 and updating the bank mandate – In progress. Clllr Bacon has been dealing with it by phone and email. Mandate forms were sent last Friday and a reply should be received within 10 days.

4.d To consider the Consultant Clerk’s invoice for £195. – Approved.

1. **PLANNING APPLICATIONS** 
   1. Planning application – PF/22/0737, R.G. Medler, The Street

Erection of single-storey dwelling. A resident had brought to the attention of the Parish Council a potential civil dispute regarding a possible right of way. The Parish Council has no comment regarding the actual application.

* 1. Planning application - PF/22/1243, Linda, The Street.

Originally the application was for the demolition of a bungalow and building of 2 separate houses instead. It was rejected.

The current application is for the demolition of the existing bungalow and building of a very small bungalow – Supported.

1. **Co-option** - To check whether there have been any applications to the vacancies advertised – None.
2. **To consider making the Clerk’s contract permanent after the end of probationary period in early August** – Supported.
3. **TO RECEIVE UPDATES ON ITEMS FROM THE MAY MEETING** 
   1. **To check whether the Village Hall Committee has accepted the gift of the lawn mower in writing.** The Village hall Committee will have a meeting in August. Cllr Bacon will speak to the Chairman of the Village Hall Committee and check whether the Committee has discussed it already.
   2. **Installation of a dog bin on Sandy Lane**. Cllr Stevens will speak to Cllr Kelsey.
   3. **To check whether more quotes for noticeboard repair have been received**. Cllr Carter – to be postponed. A noticeboard inside the bus shelter would not be required. The noticeboard at the Village Hall should be made more secure or replaced. A new notice board at the top of Beechwood Avenue would be useful.
   4. **To further discuss the proposal to install a dog bin at the bus shelter.** Cllr Kelsey – to be postponed.
   5. **Training for the members and the new Clerk.** The Clerk will check what training is available for Councillors and send information by email. The Clerk will be attending an introductory training in September.
   6. **Children’s playground – a letter of complaint was received in May about the state of the playground.** Cllr Lynes cut the grass and spoke to the Chairman of the Village Hall Committee although this was not a parish council matter. The Council did not reply to the person who wrote the letter, the Clerk will do it. The Clerk will also forward the message to Cllr Bacon who will forward it to the Village Hall Committee.
   7. **The turning of allotments 1a and 1b into a wild flower area.** Cllr Kelsey – to be postponed.
   8. **Health risks from ragwort in the allotment area. –** Cllr Kelsey – to be postponed.
   9. **The removal of ragwort from two allotments in accordance with the Weeds Act 1959. –** A general email should be sent to allotment holders by the Clerk.
   10. **Barbed wire in the allotment area. –** Existing barbed wire on one allotment. A child was injured last year. The tenant was emailed by the previous clerk but the email was abrupt. No action required.
   11. **To discuss the possibility of installing new speed signs in the village. Funding is available from the County Council. –** Speeding is a problem in the village and there have been near misses.Cllr Williams will look into costs and liaise with Highways.
4. **To discuss the opportunity of getting new defibrillators for the village. A charity called London Hearts, which specialises in the supply of defibrillators, is currently offering a £300 grant to all Councils. –** Cllr Stevens will look into it.
5. **NOTE THE DATE OF THE NEXT MEETING 22/09/2022 at 7 pm.**
6. **TO CLOSE THE MEETING***.*

**The Chairman closed the meeting at 20:47**