

Minutes of Abthorpe Parish Council Meeting held on Monday, 25 June 2018  
at 7:45pm in the Old School, Abthorpe

Present: Councillors: M Perrigo (Chairman), M Berry, D Cambray, A Hammon, K Fenwick, J, T. Emerton Parish Clerk

1. **To receive and approve apologies for absence**  
Apologies were received and accepted from Councillor Herbert.
2. **Members declaration of interest for items on the agenda**  
No declarations of interest were made.
3. **To receive and approve for signature the minutes of the meeting held on Tuesday 1<sup>st</sup> May 2018 and special meeting 14<sup>th</sup> May 2018.** These were accepted and signed.
4. **To note any matters arising from the minutes**

Action No.	Description	Action
Mar 2017 – 001	Clerk to arrange to download of data from the Speed sign onto the Parish Laptop	Action Ongoing - Councillor Fenwick to investigate if he can purchase a new cable cheaper than £60 he has already been quoted.
Jan 2018 – 005 4.1	Payment of bills	Chairman Perrigo to follow up with bank again to allow the Clerk to set up payments rather than just review them. Action on going - Chairman Perrigo has completed a new mandate requesting access for the Clerk to set up payments.
Feb 2018 – 008 005	Bench at Grafton View	The broken bench that was on the green is now fixed, however it was discussed it is only suitable for sitting on and not to be used as a goal. It wont be replaced yet. Action Clerk to investigate cost for a goal for the village green working with a parishioner who has children who play football on there.
April 2018 – 008	Insurance quotes	Registration of Mower is in progress, Councillor Berry to update at the next meeting.
June 2018 - 007 001	Recruitment of a Councillor	Clerk to agenda a special meeting once she receives any applications for the role of Councillor.
June 2018 - 007 007	New Homes Bonus	Clerk to send a letter to Jill Tolson informing her that the Parish Council are happy to support the New Home Bonus money this year to support with the Old School Refurbishment work.
June 2018 - 008 001	World War 1 Silhouette	Clerk to work with the Church Committee to request funding for World War 1 Silhouette.
June 2018 - 008 002	Maintenance of the War Memorial	Councillor Fenwick to work with the Church Committee for the maintenance of the War Memorial
June 2018 - 008 003	Maintenance of the Village Notice Board	Councillor Fenwick to manage the maintenance of the village notice board.
June 2018 - 008 004	Battery change of the Defibrillator	Councillor Hammon to change the battery in the alarm for the Defibrillator.

5. Finance
  1. Cash in bank (as of 16<sup>th</sup> June 2018)
    - Treasurer's Account £7266.62 – Grant for Street Lights £6210.00 and VAT £569.50 received
    - 30 Day Business Account £879.04
    - Petty Cash - £31.00

The balances were agreed

Duplication of payment to EON invoice 081769 of £21.60 (No payment this quarter)

## 2. Invoices for payment

Item no.	Payment to	Description	Net	VAT	Tax
5.2.1	T Emerton	Ink Cartridge	9.23	1.85	
5.2.2	SNVB	Payment for Agendas and Minutes	2.00		
5.2.3	SNVB	Payment for flyers for bus service	4.90		
5.2.4	SNVB	Payment for Abtalk	93.30		
5.2.5	ICO	Registration	35.00		
5.2.6	P Berry	Mower Petrol	6.35	1.27	
5.2.7	P Berry	Strimmer Line	5.19	1.30	
5.2.8	P Berry	Mower Petrol	12.70	2.54	
5.2.9	EON	Light Maintenance (no payment required)	18.00	3.60	

The invoices were agreed to be paid

## 6. Specific items for discussion

### 1. Recruitment of new councillor

The advert has been posted onto the notice board and website which is open until 9<sup>th</sup> July 2018. A meeting to be arranged after this date to discuss and agree applications.

### 2. GDPR

The following documents have been adopted by the Council including the Data Map

- Privacy Notices (from the NALC Toolkit)
- Data Protection Policy
- Subject Access Request Procedure
- Data Breach Policy
- Records Retention Policy
- GDPR Security Compliance Checklist

### 3. Review new Standing Orders

These were adopted by the Council

### 4. Bus Transport

Councillor Perrigo discussed that she is working with other villages to understand if we can jointly offer a bus transport for villagers as the current service is being removed, she will update us at the next meeting.

### 5. Respond to the consultation on Local Government Reorganisation

Councillor Perrigo will attend the meeting and update us at the next meeting.

### 6. Comment on Local Green Spaces (Technical Assessment) by 29<sup>th</sup> June 2018

There were no comments on this as this is not applicable to the parish.

### 7. New Homes Bonus (and correspondence from Jill Tolson re the Old School)

It was agreed that this year's New Home Bonus should be used for the Old School Refurbishment. Clerk to send a letter to Jill Tolson informing her. It was also discussed that we should consider funding a solar panel for the speed sign rather than using batteries.

### 8. Solar Farm/Renisola money

Clerk confirmed that we will shortly receive £3227.31 from the Solar Farm.

## 7. Correspondence

There was no correspondence.

## 8. Any other business

### Remembrance Day Silhouettes

Remembered is a charity that aims to commemorate the fallen of the First World War. It is running a grant scheme with the Armed Forces Covenant Fund Trust to help communities host a fully funded commemorative silhouette installation. Clerk discussed the option to obtain a grant to have a silhouette for our 100<sup>th</sup> year remembrance and the Councillors agreed. The Clerk will work with the Church committee to apply for this.

#### War Memorial

Councillor Fenwick discussed that we have an offer of a charitable donation for the maintenance of our war memorial, this could also be used to install a plaque in remembrance of those who fought in the 2<sup>nd</sup> World War. This was agreed and Councillor Fenwick will work with the Church Committee.

#### Village Notice Board

The notice board area needs a tidy up and re varnish. Councillor Fenwick has agreed to manage this.

#### Defibrillator

Councillor Hammond discussed that the alarm battery needs changing in the defibrillator, this doesn't affect the use but only the alarm to alert the door is open. He will update us on this at the next meeting. Councillor Fenwick will remind the parishioners that we have the Defibrillator located in the telephone box in the next edition of Abtalk.

#### Complaint

There was a complaint received about the cutting of the verges. This has now been resolved.

#### 9. Close

The meeting was closed at 20.44

Signed

Date

(Chairman Perrigo)

#### Dates of next meetings

Monday 6th August 2018  
Monday 17th September 2018  
Monday 29th October 2018  
Monday 10th December 2018  
Monday 21st January 2019  
Monday 4th March 2019  
Monday 15th April 2019  
Monday 20<sup>th</sup> May 2019