



6121901

**Minutes of a Council meeting of Tollerton Parish Council held in the Parish Rooms,
Burnside Grove, Tollerton on Wednesday 06 February 2019 at 7.30pm**

Councillors: Cllr Matt Garrard, Cllr Andrea Beyer, Cllr Tracy Longworth, Cllr Julian Smith, Cllr Parma Somal, Cllr Mark Law, Cllr Chrissie Firth

Officers: Lesa Gilbert – Executive Officer/Clerk. Emma Goodman – Finance Officer/Dep Clerk

Also present: 1 member of the public.

1. Apologies for Absence:
 - Cllr Andrew Penn
2. Declarations of Interest - Cllr Law declared association with one of the planning applications and withdrew from participation in consideration of the matter.
3. Chairman's announcements – Cllr Garrard praised the fundraising efforts of the Tollerton Plough Play and thanked Barbara Storrie (Village Newsletter) and the Executive Officer for refreshing and circulating the Tollerton information leaflet.
4. Minutes of the Council meeting held on 09 January 2019 - Approved and signed accurate
5. Open Session for Members of the Public to Raise Matters of Council Business.
Standing orders suspended 7.37pm
 - a. *A useful Scam Awareness talk given at the village Neighbourhood Watch Meeting was highlighted along with an offer to repeat the talk to villagers supported by TPC. Details to be sent to EO. Cllr Law suggested content could also be publicised on TPC web/social media sites.**Standing orders resumed 7.45pm*
6. Planning Applications:
 - a. 19/00025/FUL - 1 Sunningdale Drive. Do not object.
 - b. 19/00152/FUL - 39 Stella Ave. Do not object.
 - c. 19/02924/FUL - 18 Bentinck Ave. Do not object.
 - d. No further applications received.
 - e. Planning decisions received – None.
7. Finance and Assets
 - a. Monthly statement of expenditure, invoices and budget – Total of approved invoices £1,333.99. Bank balance (at 31/01/19): £63,431.01. Expenditure: £4,603.94 / Income: £3,037.72. Cllr Beyer commented usefulness of cost centres to be added to the invoice approval sheet. Councillors agreed purchase of a laminator for approx. £50. FO request for previous Executive Officer to be removed from bank mandate and current Executive Officer Lesa Gilbert to be added. Cllr Somal to be added to the bank mandate and Cllr Beyer to have name spelling corrected. All agreed by council. FO to pay invoices
EO to action
FO/EO to action
 - b. Interim report of Internal Audit – FO reported feedback from interim internal audit. Council noted advice on the application of the Transparency Code and agreed to ensure that monthly expenditure totals included in the minutes published monthly. Council agreed cost for FO first year audit support from Alpha – £540, +45p mileage (FO to check on mileage cost). FO to action
 - c. Parish Room hire – EO highlighted regular group hire rates. Council agreed £10 p/h hire rate for all regular bookings with 50% discount to small Tollerton regular bookings as of 1st April 2019. Morsbag Charity Group to remain FOC. No additional charge currently for those using parish room storage. FO to send notice of rate changes to regular bookings. FO to action
 - d. Open space maintenance – EO reported: park maintenance booked in for next week following playground inspection report. EO to action

- e. Other maintenance of buildings – EO reported: Sealing/gutting of parish flats postponed due to frost, to be rescheduled. Insurance Broker report advised for a surveyor to provide up-to-date building valuation, est cost of £415 (+VAT) - approved by council. Council agreed to consider if play equipment is to be insured following advice from Proludic/Jupiter.
Flat 42 – Macerator access panelling/tiling of £220 approved to go ahead by council. 6121902
EO to action
8. Tollerton Community Plan
- a. Rural Characteristics – Further to residents' request for more trees - Cllr Longworth reported potential locations and specifications for x14 trees around the village. Likely cost of £200-300 per tree – possible donation funding options are being considered by Cllr Longworth – council agreed cost - FO to review if Parish budget can assist funding. Cllr Longworth
/ FO to action
- b. Village Life
- i. Public right of way gate on Tollerton Lane – following incident/residents requesting for a gate on Tollerton Lane to Cllr Law, EO gave estimate installation and steel gate costs est. £400-500. Land owners contact details requested for EO to enquire about permission for TPC to install a gate. Council asked for wooden gate option/cost. Cllr Garrard highlighted railing on Thurlbeck dyke bridge has been reported to NCC. EO to action
- ii. Grass cutting – EO highlighted that contractors have unbeknown cut the grass last week which has damaged some spring bulbs. This has been reported to the contractor and we await their reply. EO to action
- c. Community Facilities
- i. Active Tollerton – Cllr Garrard gave update following site visit with suppliers. Received one nearby resident query on the location of the play equipment. Cllr Longworth informed that planning application to move the changing rooms was submitted last week. EO highlighted site visit with pipeline/suppliers on 7th Feb. Memo block paving quote of £5k is to high – council agreed not to go ahead. EO to action
- d. Other priorities for 2018-20 – Local Council Award Scheme – The Foundation Award. Cllr Garrard suggested application for the Foundation Award. Councillors agreed the Council met the criteria including the publishing of the required documentation on the Parish Council website and delegated to EO to complete application. EO to action
9. Reports
- a. Councillors – Cllr Smith attended History Club meeting where historical objects have been discovered on Tollerton Lane, including military identity tags where relatives have been successfully contacted.
- b. Outside Organisations – None
- c. Tollerton Community Trust – Cllr Garrard reported limited volunteers to assist with the Fayre. Looking to secure sponsorship funding.

The press and public were excluded from the meeting during consideration of item 10 on the grounds that they involve the likely disclosure of exempt information as defined in section 1 (2) of the Public Bodies (Admission to meetings) Act 1960

10. Active Tollerton Acquisition – Councillors discussed EO update and professional market appraisal of acquisition. Professional services to progress acquisition agreed by council. EO to action

11. Date of next meeting: Wednesday 6th March 2019

Closed: 9.00pm

Signed: Chairman of the Parish Council

Date: