**LOVERSALL PARISH COUNCIL**

**Minutes of Ordinary Meeting**

**06 January 2016, WI Hut, Loversall**

**In Attendance:** Councillors: Keith Wilson (Chair), Spencer Morris, Nigel Tomlinson, Colin Wright;

Clerk to the Council: Lindsay Wilson

1. **Apologies for Absence:** None
2. **Declaration of Interest in items on the agenda:** Cllr Wilson reminded the meeting of his relationship to the Clerk with reference to item 5(d) concerning the Financial Report. Cllr Wilson also informed the meeting of his personal involvement with item 7(a) concerning a planning application for replacement of windows at Pear Tree Farm. No other interests were declared by Councillors
3. **Minutes of the meeting held on 23.09.15** (previously circulated) were accepted as a true record of that meeting and signed.

**Proposed –** Cllr Tomlinson **Seconded –** Cllr Morris

1. **Matters arising:**
2. **DMBC Local Plan –** Document about methodologies of site selection previously circulated to councillors – no comments submitted. Cllr Tomlinson’s apologies for the Parish Council’s Joint Consultative Committee meeting had not been documented and he reported difficulties in responding with the named contact. The Clerk to contact Nicola Ward in the Planning Dept at DMBC to ascertain the planning processes hereafter, the timeframes involved and to identify the role of Daniel Clark in this situation. The Clerk is also to contact the Parish Councils in Tickhill and Wadworth to ascertain any feedback on the Local Plan and whether there would be interest in a joint meeting with Daniel Clark if it could be organised in the future.
3. **Noise levels from adjacent motorways** – The response from the Highways Agency was read to the meeting – stating that the majority of the southbound carriageway of the M18 has low noise surfacing – this will be delivered on the northbound carriageway in 2018/19. Cllr Wilson has been in contact with DEFRA regarding the ‘significant (*noise)* issue for Loversall’ – a response is awaited. This, in turn, may lead to contact with the local Public Health Department in relation to the health risks associated with constant high noise levels.
4. **Parish Council Post-box** – this has now been purchased and installed on the outside of the WI Hut by Richard Stanger. The Clerk will notify both the local residents and relevant organisations of its existence, as a more permanent address for the Parish Council.
5. **Seat adjacent to the Parish notice*-*board –** The repair of this is in hand.
6. **Traffic on Bubup Hill –** Cllr Tomlinson expressed concern that the volume and speed of traffic through Loversall on Bubup Hill seemed to be increasing. Discussion followed and Cllr Wright said he would use his contacts informally to ascertain the process for getting the speed limit reduced from 30mph to 20mph. Concurrently the Clerk will endeavour formally to identify the processes involved to effect this speed reduction within the village, as well as a reduction from 60mph to 50mph on A60, in view of a recent road traffic accident.
7. **Finance:**
8. **Income and Expenditure:** a previously circulated paper was considered by the meeting, detailing income and expenditures as at 31 December 2015. The estimated level of uncommitted funds at the end of the financial year 2015/2016 stands at approximately £1100 – due largely to the Chairman acting unpaid as Clerk for previous two year s. The Clerk read an extract from a previous external auditor’s report, cautioning about holding excessive reserves, unless being saved for a particular purchase. However it appeared from the report that reserves up to the amount of the parish precept might be considered reasonable. Councillors to consider appropriate uses for some/all of this money prior to the next meeting.
9. **Notification of Local Precept 2016/2017:** an electronic proforma has been received from DMBC for discussion and completion by the Parish Council. Cllr Wilson explained the nuances of the form and recent historical decisions by previous councillors. It was felt that financial provision should be made for audit expenses (both internal and external) and travel expenses. The parish Council had previously agreed that there should be an incremental approach to increasing the clerical hours available to service the parish council, which as a result of the precept remaining the same for many years had become inadequate . A number of options were considered and there was a consensus that the precept should be increased from £970 to £1086. The Chairman pointed out that because of the very small size of the parish this modest increase in cash terms of approximately £2.50 per annum per property would result in a 15% increase in the local precept. The clerk advised that she had had been in contact with the Parish Precept Department at DMBC, who expressed the view that although the very small size of the parish made even small increases seem large in percentage terms ‘an annual increase of less than £3 per property was not an unreasonable additional cost to residents’. It was agreed that the total funding requirement should be increased from the current £970 to £1086 and the Clerk should submit this requirement to DMBC.

**Proposed: Cllr Morris Seconded: Cllr Wright**

1. **Bank Mandate:** Cllr Morris has the relevant information and process in hand. At this point, Cllr Wilson signed the first cheque for the Clerk’s salary, the period August to December 2015 – a notional 27 hours worked (actual hours worked 48hrs) for £249-15 (gross amount). Cllr Barbour, the only other currently authorised signatory, to be asked to sign the cheque subsequently.
2. **External Audit:** the Clerk explained that the ~~National Audit Office~~ Audit Commission is no longer in existence, replaced by the Smaller Authorities Audit Appointments Ltd. Each parish now has to decide whether to opt in or out of the new Sector Led Body audit regime. This body has not yet made a decision of fees for councils with an annual turnover of less than £25000. With this information to hand, it was agreed to opt in to the Sector Led Body.

**Proposed: Cllr Morris Seconded: Cllr Tomlinson**

1. **Amendments to Standing Orders:** Following the previous meeting’s instructions, Version 3 of the Standing Orders now includes the paragraph concerning the Declaration of non-pecuniary interests of members. This version was adopted by the meeting.

**Proposed: Cllr Tomlinson Seconded: Cllr Wright**

1. **Planning Applications:**
2. **Pear Tree Farm (Ref 15/02931/FUL) –** Replacement of white painted wooden single glazed windows with white painted wooden double glazed windows in the same style. The meeting unanimously supported this planning application. The clerk will notify DMBC to this effect.

 8. **Clerk’s Report:**

1. **Footpath Plan:** The most recent plan showing the public rights of way in Loversall is dated 2012. The Clerk has requested, and is awaiting receipt of, a more up to date version from DMBC, taking consideration of recent developments in housing, cycle-paths and highways in the vicinity.
2. **Birthday beacons for Queen’s 90th birthday celebrations:**  on 21st April 2016 there will be the opportunity to join in with these celebrations, should residents wish to do so, in accordance with the booklet issued. Cllr Morris to peruse this in further detail.
3. **Police PACT meetings:** Notification has been received that each of the three Police areas within Doncaster will hold monthly meetings with the Neighbourhood Inspectors, to which members of the public and councillors will be invited. Loversall falls within the Doncaster East area, but was not on the list of villages included. Communication with the relevant person has addressed this shortcoming, which has now been rectified.
4. **Streetlights along Bubup Hill:** After a considerable delay and numerous reportings a faulty streetlight has now been replaced (along with some others) with new LED (white) lights instead of the old sodium (yellow) lights. No adverse comments have been received.
5. **Tour de Yorkshire:** Communication has been received that Doncaster will be hosting the finish of Stage 2 of this event on 30 April 2016. Loversall is not on the route of this event, no action necessary.
6. **Neighbourhood Plan:** Preliminary investigations have identified that a plan could cost between £17000 and £63000 to prepare and the maximum grant available to assist in this would be £7000 per neighbourhood, leaving the balance to be found by the applicants. The timescale involved is 2years from the outset. In a referendum of the local community about such a plan, there has to be a vote of at least 50% in favour for anything further to happen. Councillors agreed that given the cost involved and the fact that Loversall is one of the smallest parish councils in Doncaster, that pursuing a Neighbourhood Plan was not a viable option.
7. **Local security issues:** The Clerk shared with the meeting an email from a resident, who had discovered a ‘lock picking kit’ within their garden wall and was concerned that other residents should be aware of potential security risks. The Clerk to circulate this information to known email contacts.

**The next ordinary meeting will be on Wednesday 13th April 2016 at 7.30pm in the WI Hut.**

The meeting closed at 21.15hrs

Signed: ............................................................... (Chair) Date: ……………………………….