

WITHERNWICK PARISH COUNCIL

CHAIR: COUNCILLOR NORMAN WILKIE

PARISH CLERK / RFO:

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8th December 2017

Dear Councillor,

You are hereby summoned to attend a meeting of Withernwick Parish Council to be held at **St Alban's Church, Withernwick** on **WEDNESDAY 13th December 2017** at **7pm** to transact the business on the agenda below.

Yours faithfully,

P L Wilson

Phil Wilson CPFA

(Clerk to Withernwick Parish Council)

WITHERNWICK PARISH COUNCIL

AGENDA – 13th December 2017

1) PARISHIONERS QUESTIONS

A period of up to fifteen minutes for members of the public to ask questions of the Parish Council or to make representations about a matter to be discussed in the meeting.

2) APOLOGIES

To receive any apologies for absence and to consider giving consent for individual councillors to be absent from this meeting.

3) DECLARATIONS OF PERSONAL AND PREDJUDICIAL INTERESTS

Members to declare any interest in items on the agenda and the nature of such interest and for the Council to determine if that interest could be prejudicial.

4) MINUTES OF PREVIOUS MONTHLY MEETINGS

To consider and approve the **attached** minutes of the meeting held on 18th October 2017 as a true record.

5) MATTERS ARISING FROM THE ABOVE MEETINGS

To consider any relevant matters arising not covered elsewhere on the agenda.

6) PLANNING

- i. To consider responses to consultation on planning applications received - None.
- ii. To confirm responses to consultation on planning applications taken since last meeting:- None
- iii. To note ERYC decisions on previous consultation applications –
 - a. 17/03064/PLF - Erection of dwelling, detached garage and creation of new access at Land west of Springfield House, Church Lane for Mr Richard Batty - **approved subject to conditions.**
 - b. 17/02980/CLP - Erection of dwelling on land at Plot 3 in accordance with plans approved under Outline Planning permission at land east of Springfield House, Church Lane for Mr P. Haycock - **approved subject to conditions.**

7) FINANCE

- i. To approve payments :-
 - a. P.29 – 1/11/17 - HAPS – Grass-cutting payments for October - £182.40 and 1/12/17 for November - £182.40 totalling **£364.80.**
 - b. P.30 - 29/11/17 - P. Wilson - Clerk's net pay for October - £187.25 and 13/12/17 for November - £62.56 totalling **£249.81**
 - c. P.31 – 29/11/17 - HMRC (via Post Office) – PAYE deducted from October pay - £46.60 and 13/12/17 from November pay £15.40 totalling **£62.00.**
 - d. P.32 - 6/12/17 - P. Wilson - Reimbursement for payment of annual fee and extending file size for Email Address - **£22.79.**
 - e. P.33 - 1/10/17 - Royal British Legion Poppy Appeal for wreath - **£17.00.**
 - f. P.34 - 30/11/17 - The Community Heartbeat Trust - Defib fitting - **£240.00.**

Total £956.40.
- ii. To receive the Bank Reconciliation Statement as at 1st December 2017 (**attached**).
- iii. To consider setting a precept on ERYC for 2018/19. The provisional Council Tax Base has been announced as 167.1, giving, at a stand-alone Council Tax Band D rate of £43.82, a precept of £7,322 which is £271 more than the current year. There will be a loss of the LPP grant of £178 but no costs in footpath maintenance following the retendering (see below). It is suggested that a detailed budget is considered after the results of the retendering are known.
- iv. To consider next steps in the process of appointing a Clerk and Responsible Financial Officer to replace the current Clerk.

8) GROUNDS MAINTENANCE CONTRACT

To consider a schedule of works (see current one excluding footpath work **attached**, including current contractors comments concerning the regularity of grass cutting) and to whom tenders should be sought.

9) WITHERNWICK COMMUNITY WIND FARM FUND

To receive details of progress on potential bids.

- i. Defibrillator – update
- ii. Benches and Litter Bins - update.
- iii. Planters - "parked " for now

10) **OTHER ITEMS OF INFORMATION**

Any other correspondence and other matters to be verbally reported by the Clerk.

11) **ANY OTHER BUSINESS**

None reported

12) **NEXT MEETING**

13) To confirm the next Parish Council Meeting is Wednesday 24th January 2018 at 7pm in St Alban's Church.

END OF AGENDA