

# **BETLEY, BALTERLEY & WRINEHILL PARISH COUNCIL**

Parish Councillor – you are summoned to attend a Council meeting on  
**Thursday 23rd June 2016 at 7.30pm at the Village Hall  
(Committee Room), Betley**

Gwyn Griffiths  
Clerk & RFO  
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## **AGENDA Thursday 23rd June 2016**

1. Apologies for absence
2. Declaration of Interest in Items on the Agenda
3. To approve the minutes of the meetings of 26<sup>th</sup> May 2016
4. To consider any requests to amend the nominations to outside bodies etc at the Annual Meeting
5. Public participation in any item on the Agenda
6. Reports
  - a) Chairman & Vice-Chairman
  - b) Clerk
  - c) County Councillor
  - d) Borough Councillors
  - e) Representatives on outside bodies
7. To consider an application to the Borough Council for an extension to the entertainment licence for the Betley Concerts.
8. Clerk to report on matters dealt with as Urgent Business since the last meeting
9. To discuss the extension to the burial ground and consider any funding from the Parish Council.
10. To consider any planning applications to hand at preparation of agenda  
16/00450/FUL Proposed house and garage, land adjacent Old Farm, Main Road, Betley for Mr R Blades.
11. To receive the results of planning application determinations received

12. To consider any further planning applications, planning appeals/enforcement issues, progress of previous planning applications and other planning matters
13. To consider progress on bringing Laudy Croft to a beneficial use and any maintenance requirements
14. To consider the preparation of a Neighbourhood Plan  
To include approval of a formal application to register a Neighbourhood Plan
15. To review events to mark the 90<sup>th</sup> birthday of HM The Queen
16. To consider the state of pavements within the parish
17. To consider pedestrian safety on Bowhill Lane/ Church Lane  
To consider a request for signage on Common Lane
18. To consider potential initiatives to be undertaken by the Parish Council
19. To consider Speed Monitoring Issues (Community Speed Watch Scheme and Speed Sensors)
20. Area Issues : a) Balterley b) Betley c) Wrinehill
21. Highway Matters  
To include consideration of the use of the 2016-17 highways budget
22. Correspondence
23. Financial Matters
  - a) Applications under the Community Chest Scheme
  - b) Applications for financial assistance
  - c) Payment of Invoices
  - d) To receive the Financial & Bank Statements
24. Memorial Garden: to consider any necessary works  
To consider the provision of a flagpole
25. To consider council communication
26. Any items for next/ future Agenda
27. Date of next scheduled meeting: Thursday 28th July 2016

# BETLEY, BALTERLEY & WRINEHILL PARISH COUNCIL

## Minutes of the meeting held on 26th May 2016

169/16 PRESENT:

Cllrs Robert Bettley-Smith, Graham Ecclestone, Richard Head, Jo Thomas (to min.196), Terry Townsend, and Chris Watkin (from min.194).

170/16 IN ATTENDANCE:

Borough Cllr Bloor.  
One member of the public.  
Gwyn Griffiths (Clerk).

171/15 The first item of business was the election of a Chairman for 2016-17. Cllr Robert Bettley-Smith was nominated by Cllr Thomas and seconded by Cllr Ecclestone. There were no other nominations.

**RESOLVED that Cllr Robert Bettley-Smith be elected as Chairman for 2016-17.**

172/15 The next item of business was the election of a Vice-Chairman for 2016-17. Cllr Sebastian Daly was nominated by Cllr Bettley-Smith and seconded by Cllr Head. There were no other nominations.

**RESOLVED that Cllr Sebastian Daly be elected as Vice-Chairman for 2016-17.**

173/16 Apologies for absence had been received from Cllrs Berrisford (work), Daly (holiday), Hales (work), Morris (other commitment), Speed (other commitment) and Walton (holiday). An apology for late arrival had been received from Cllr Watkin.

174/16 Members considered the declaration of interests in agenda items.

A prejudicial interest was declared in respect of the item relating to repairs to the tennis court fencing by Cllr Head as Chairman of the Village Hall Committee. Personal interests in the same matter were declared by Cllrs Thomas (as a member of the Village Hall Committee) and Bettley-Smith (as his spouse would be in attendance to speak to the item. However as this would be on behalf of a local public body and neither he nor his spouse would derive any financial benefit he did not consider this to be a prejudicial interest).

175/16 The Council considered the appointment of representatives to serve on outside bodies and internal groups.

176/16 **RESOLVED a) that the following members be appointed to outside bodies:**

Conservation Advisory Working Group	Berrisford, Watkin
Madeley Locality Action Partnership	Thomas
Rural Runabout	Bettley-Smith
Betley Trust	Hales
Village Hall Committee	Head
Children & Learning Partnership	Berrisford

(to act as a point of contact; the Council would not seek to directly influence the meetings of the Partnership)

**b) that the following members (or Clerk as appropriate) be appointed to internal groups:**

<b>Press Liaison</b>	<b>Watkin (lead member), Thomas (reserve member) (Parish Magazine) Chairman &amp; Vice-Chairman (other media)</b>
<b>Internal Accounts</b>	<b>Responsible Financial Officer (Clerk)</b>
<b>Laudy Croft Maintenance</b>	<b>Berrisford, Bettley-Smith, Daly, Hales, Speed</b>
<b>Memorial Garden</b>	<b>Bettley-Smith, Daly, Ecclestone, Hales, Speed</b>
<b>Website</b>	<b>Berrisford, Bettley-Smith, Daly, Head</b>

**c) that an appropriate agenda item be included in the June Agenda to permit any member who was absent from the Annual Meeting to withdraw from any nomination if they so wish.**

177/16 The Clerk outlined to members the requirement to carry out certain annual requirements: the appointment of a Responsible Financial Officer, Risk Assessment, consideration of Standing Orders, and schedule of meetings for the coming year.

178/16 **RESOLVED that the Clerk (Mr Gwyn Griffiths) be reappointed as Responsible Financial Officer for 2016-2017.**

179/16 The Clerk outlined to members the requirement for the Council to carry out an annual risk assessment. Members considered the Council's Risk Management Policy and the measures in place to address physical, financial and policy risks.

**RESOLVED that the Council is satisfied that all necessary and appropriate measures are in place to address risk.**

180/16 The Clerk invited members to consider whether any changes to Standing Orders were appropriate.

**RESOLVED that no changes to Standing Orders were required at this point, but that the matter be considered further at a future meeting should any member feel it appropriate.**

181/16 **RESOLVED that meetings in 2016-17 be held on the fourth Thursday of each month, but that no meetings be scheduled at this point for the months of August and December.**

182/16 Members considered the Annual Governance Statement and Statement of Accounts for 2015-16 for submission to internal and external audit.

**RESOLVED that the Annual Governance Statement and Statement of Accounts for 2015-16 be approved and signed by the Chairman and Clerk.**

183/16 **RESOLVED that the minutes of the meeting of 28th April 2016 be approved as a true record and be signed by the Chairman.**

184/16 The Chairman outlined the procedure for public participation and the meeting was then adjourned.

185/16 One member of the public wished to contribute.

She explained that she was the representative of the tennis club on the Village Hall Committee. Following a recent vehicular theft from a neighbouring property the vehicle had been driven across the bowling green and tennis court, causing significant damage to the fencing of the tennis court. The Committee had looked at various options for repair, including claiming on the insurance policy. However, given the scale of the excess on the policy and the impact on premiums it was felt that this was not a realistic option. The total cost of replacement fencing had been priced at c.£1,115 and the Committee would ask the Parish Council for assistance.

186/16 The meeting reconvened, and the Chairman proposed that the request for financial assistance (Item 28b on the Agenda) should be brought forward to this point. This was agreed by members.

187/16 Members considered a request from the Village Hall Committee for financial support for the replacement of damaged fencing around the tennis court.

**RESOLVED a) that the Parish Council offer £500 toward the work, from the Council's "support for local activities" and "amenity contingency" budget lines, and subject to satisfactory completion of the works;**

**b) that the Village Hall Committee be advised to submit an application to the Borough Council under the Community Chest programme, to be considered by the Parish Council at its June meeting.**

188/16 The Chairman advised members that, other than attendance at the Annual Electors' Meeting and the Neighbourhood Plan meeting, he had little to report since the last meeting.

189/16 The Clerk advised that he had received formal notification of the Highways Budget for 2016-17 from the County Council in the sum of £1,400. Members were asked to bring suggestions for appropriate work to the next meeting. The Clerk had continued to try to arrange a planning meeting with relevant Borough Council officers - the one date offered was felt to be inappropriate and he was asked to seek to arrange a new date.

190/16 County Cllr Loades had presented a full report to the previous week's Annual Electors' Meeting for which he was thanked.

191/16 Borough Cllr Bloor introduced herself to members as the newly-elected councillor for the Halmer End ward. She was still undergoing the induction process but was able to advise that she had been appointed to the Health & Well-Being and Public Protection Committees.

192/16 The Clerk notified members of the following matter dealt with as urgent business since the last meeting.

Payment of account for energy costs at Memorial Garden (Christmas Lights) £74.11.

193/16 There was no further information to hand on the current position regarding works to extend the burial ground however it was understood that in addition to the Parish Council's contribution the Borough Council was expected to be able to make a similar contribution.

[Cllr Watkin joined the meeting at this point]

194/16 Members considered the following planning application:

**16/00350/REM Approval of reserved matters (appearance, landscaping, layout and scale) of 15/00079/OUT Proposed bungalow and garage, land adjacent Old Farm, Main Road, Betley.**

**RESOLVED that the Parish Council has no objection.**

195/16 Members considered the following planning application:

**16/00332/FUL Two storey extension and alterations to existing dwelling, Yew Tree Cottage, Deans Lane, Balterley.**

**RESOLVED that the Parish Council has no objection.**

196/16 As Cllr Thomas had another commitment members agreed to bring forward consideration of Agenda Item 19 (planned events to mark the 90<sup>th</sup> birthday of H.M. The Queen). Cllr Thomas provided an update that posters were now up, tickets were ready, materials had been prepared for the commemorative booklets and arrangements were in place for bunting to be erected.

[Cllr Thomas left the meeting at this point]

197/16 The Clerk advised members of the following planning decisions.

16/00132 Agricultural building, land W of Old Hall Farm - PERMITTED

16/00183 Division to two properties, Haywards Barn - PERMITTED

16/00238 Dwelling, The Brae, Den Lane - PERMITTED

16/00262 Two dwellings, The Piggery, Bowhill Lane - PERMITTED

198/16 The Clerk advised members that he had been notified of an appeal which had been lodged against refusal of planning application 15/01033 Dwelling at rear of Grindley Cottage, Church Lane, Betley.

**RESOLVED that the Clerk advise the planning inspectorate of the Council's previous objection to this application.**

199/16 Cllr Head reported on progress on the development of a Neighbourhood Plan. It had become clear that it was the responsibility of the Parish Council to formally register the intention to prepare a Neighbourhood Plan and to set terms of reference for any Working Group. Work was underway to prepare the necessary documentation.

**RESOLVED a) that the Parish Council reaffirms its commitment to supporting a Neighbourhood Plan;**

**b) that any necessary documentation be considered at the June meeting;**

**c) that Cllr Head be thanked for his commitment to this project.**

200/16 It was noted that, following comments made by Cllr Loades at the Annual Electors' Meeting, works were in prospect to address the condition of pavements in the village and options for works on Church Lane/ Bowhill Lane were under active consideration. It was also noted that monitoring was to be carried out to check vehicle speeds on Common Lane.

201/16 Members reviewed the Community Speed Watch Scheme and the temporary speed sensor signage. It was agreed that the latter was having a significant impact, and Cllr Townsend was congratulated for his success in obtaining the signage.

202/16 Area issues raised by members were considered. There were no matters requiring decision. A matter raised at the Annual Electors' Meeting (condition of highway, Church Lane) was also considered by members.

**RESOLVED that the situation be monitored but that no action was felt necessary at present.**

203/16 The Clerk tabled correspondence received since the last meeting. There were no matters requiring decision.

204/16 The Clerk submitted to members a list of invoices to hand and payments due, and the Financial and Bank Statements to date.

205/16 **RESOLVED a) that the Council authorises payment of the following:**

L Rimmer	Meml Gdn - maintenance	£ 330.00	1232
Reading Room	Police surgery expenses	£ 21.00	1233
G Griffiths	Salary & Expenses	£ 421.09	1234

**b) as previously recorded (min.192) the following payment had already been made:**

NPower	Electricity supply	£ 74.11	1231
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**c) that the Financial Statement be received;  
d) that the Bank Statements be noted, and the reconciliation verified and be signed by the Chairman.**

206/16 Members considered any necessary works at Laudy Croft. No works were required at this time.

207/16 Members considered any necessary works at the Memorial Gardens and whether a flagpole should be positioned on a permanent basis.

**RESOLVED a) that consideration of long-term arrangements be deferred to the next meeting;**

**b) that permission be granted on a temporary basis for the current demountable flagpole in connection with HM The Queen's Birthday Celebrations.**

208/16 Members considered matters relating to council communication.

209/16 Date of next meeting: Thursday 23<sup>rd</sup> June