

CHRISTCHURCH PARISH COUNCIL

Minutes of the Meeting of the Christchurch Parish Council on Monday 11th April 2016 at Christchurch Community Centre, Upwell Road, Christchurch PE14 9LJ

- Present:** Cllrs N Russell (Chair); J Bliss; J Hughes; W Beswick; P Owen; G Harper; Cllr F Yeulett (CCC); Cllr W Sutton (FDC), J Richardson (Clerk) and two members of the public
- 214/15-16 Apologies for Absence:** Cllr M Tanfield (FDC); Cllr R Gladwin;
- 215/15-16 Declarations of Interest:**
Disclosable Pecuniary Interest: Cllr N Russell Item 224/15-16
- 216/15-16 Public Time:**
7.32- 8.15
Previous minutes were commented on and it was pointed out that under Income Expenditure Item f) The Heron did not agree to do a short survey of residents. Previous responses to the Heron re the minutes being published were from 6 villagers, it will be raised in next month's Heron to explain if the Council minutes are included then other content will not be able to be put in, and then invite villagers to write in. Further discussion took place regarding the payment for space in the magazine.
The Councillors encouraged people to attend the Parish Council Meetings and then they can hear for themselves what the Parish Council is doing and have an input during Public Time.
It was asked if a mirror could be put up at the Upwell Road/Sixteen Foot Junction and it was pointed out that Highways refused to do this. It was pointed out that Cambridgeshire County Council is responsible for Highway safety.
Letter from three young people in The Heron regarding the Play Park was read out. It was stated that some of the equipment from the previous play park is to be refurbished and put into the small play park. Cllr Hughes is to write a response to this article, which will include the children taking more responsibility for their rubbish.
Lorries parking partly on footpath in Church Road has now ceased.
The matter of Tourist Brown signs for the village was raised, and this will be placed on the next agenda by The Clerk.
Road closure was raised regarding the time the work is taking.
The disabled access to the new Community Centre from the road is difficult through the gravel.
The raised kerbstone outside Lilac Time (34), Church Road was mentioned. The Clerk to report.
The article in The Heron regarding the cut back of the trees on Green Lane was commented upon. It was pointed out that permission was given for this work by Fenland District Council.
The electricity board have been out today and stated that the power has been removed from the street light outside the village hall.
It was asked which way the water flows in the dyke between the village hall and the building plots
- 217/15-16 Confirmation of Minutes**
Cllr Russell Proposed, and it was AGREED, to sign and approve the Minutes of the Meeting held on 14th March 2016 with the alteration to Item 226/15-16 Income Expenditure Item f) the word "agreed" to be changed to "was asked"
- 218/15-16 Police Report:** No report received
- 219/15-16 County & District Councillors Reports**
Cllr Yeulett reported that work on the footpath at the "chicane" on Upwell Road will be carried out by CCC Highways in May 2016.
Last County Council Meeting was mainly about devolution and the Council did not agree with the proposal in the current form. Cllr Yeulett is not standing at the next election and the current boundary proposals are to be looked at again. Parliamentary boundaries are also being looked into. Tiers of local government may also be looked into. County Council budget was eventually agreed. Cllr Russell does not agree with the boundary changes

Cllr Hughes

Clerk

Clerk

Agreed

	<p>proposed because of the problems with the crossing of County boundaries. The matter of some houses in Green Lane being in Norfolk was also raised. Cllr Sutton reported that the footpath at "the chicane", on Upwell Road, will be repaired. Devolution has been discussed at FDC and it raised lots of questions. Comments were made regarding growth in the village and Cllr Sutton has investigated the issue of the school and has obtained information that shows that the school has 87 students with 26 from outside of the village. Schools with less than 100 pupils may be at risk. Government Policy is pushing for Academies.</p> <p>CSR is still ongoing at FDC and business cases are being looked into.</p>																						
220/15-16	<p>HGV Lorries: The matter of vibration in houses when lorries are passing was raised. Cllr Sutton will look into the issue raised by homeowners. 7.5 ton issue has been raised previously and the Clerk is to write to Amanda Mayes (CCC) to ask if any help can be given in this matter</p> <p>Cllr Yeulett left the meeting</p>	Cllr Sutton Clerk																					
221/15-16	<p>Recreation Ground Charity</p> <p>Management Committee Meeting held an Open Day at the new Community Centre last Saturday and this was very well attended.</p> <p>Cllr Beswick Proposed, and it was AGREED, that the Committee be thanked for their help.</p> <p>Peter Owen has taken over as Treasurer of the Committee.</p>	Agreed																					
222/15-16	<p>Christchurch Community Hall</p> <p>a) Final certification has still not been received from Morton & Hall. The Clerk to place an Agenda item for next month regarding the funding of Community Centre running costs for the first year.</p> <p>b) 3 "no dog signs" are required to attach to fences. Clerk to order one metal sign. It was Proposed by Cllr Hughes, and AGREED, that a budget of £11 be authorised</p> <p>c) Cllr Hughes to apply for the Woodland Trust Autumn Tree giveaway. The Clerk to place an Agenda item for next month for trees at the right side of the Recreation Field</p>	Clerk Clerk Agreed Cllr Hughes Clerk																					
223/15-16	<p>Highways/Street Lighting</p> <p>Highways</p> <p>a) No further highways issues were raised.</p> <p>Street Lighting</p> <p>a) No update on the replacement of Cat2 street lights</p> <p>b) No further street light issues were raised</p>																						
224/15-16	<p>Planning/Development</p> <p>Cllr Russell left the room. Cllr Bliss took over the chair</p> <p>Pre-Application Consultation – North of Padgett's Road, Christchurch. It was Proposed by Cllr Bliss, and AGREED, that the previous pre-application comments be used by The Clerk in the response, to ensure that there is no pre-determination implied</p> <p>Cllr Russell returned to the meeting and took the Chair</p>	Agreed Clerk																					
225/15-16	<p>Donations</p> <p>It was Proposed by Cllr Owen, and AGREED, that no donation be given to MAGPAS</p>	Agreed																					
226/15-16	<p>Income & Expenditure</p> <p>Rec'd £853.71 from Christchurch Bowls Club re Community Centre Build</p> <p>a) It was Proposed by Cllr Russell, and AGREED, that Members approve the following accounts for payment</p> <table border="0"> <tr> <td>J Richardson</td> <td>Clerks Salary (March 2016)</td> <td>£241.53</td> </tr> <tr> <td>J Richardson</td> <td>Expenses (reimbursement)</td> <td>£55.05</td> </tr> <tr> <td>Christchurch Village Resource Centre</td> <td>The Heron</td> <td>£80.00</td> </tr> <tr> <td>E Mason & Sons</td> <td>Grass Cutting</td> <td>£156.00</td> </tr> <tr> <td>Fenland District Council</td> <td>Election Recharge</td> <td>£975.98</td> </tr> <tr> <td>PH Door Services</td> <td>Community Centre Roller Shutters</td> <td>£1414.80</td> </tr> <tr> <td></td> <td>TOTALS</td> <td>£2923.36</td> </tr> </table> <p>b) Clerks report on March bank balance and reconciliation is at Appendix 1</p> <p>Cllr Russell Proposed, and it was AGREED, that Mrs Spalls earmarked monies (£200) be spent on two clocks with an associated plaque</p> <p>c) The end of year financial accounts are at Appendix 2</p>	J Richardson	Clerks Salary (March 2016)	£241.53	J Richardson	Expenses (reimbursement)	£55.05	Christchurch Village Resource Centre	The Heron	£80.00	E Mason & Sons	Grass Cutting	£156.00	Fenland District Council	Election Recharge	£975.98	PH Door Services	Community Centre Roller Shutters	£1414.80		TOTALS	£2923.36	Agreed
J Richardson	Clerks Salary (March 2016)	£241.53																					
J Richardson	Expenses (reimbursement)	£55.05																					
Christchurch Village Resource Centre	The Heron	£80.00																					
E Mason & Sons	Grass Cutting	£156.00																					
Fenland District Council	Election Recharge	£975.98																					
PH Door Services	Community Centre Roller Shutters	£1414.80																					
	TOTALS	£2923.36																					

- d) External audit report for 2014-15 is on the Parish Council Website www.christchurchpc@btck.co.uk
- e) Asset Register 2016 was discussed and it was Proposed by Cllr N Russell, and AGREED, that the register have added £346,905 for the Community Centre, £4032 for the Chairs, £1000 for the Cooker, and £209 for the Fridge
- f) Pensions declaration has been completed by the due date

Agreed

227/15-16 Correspondence

- a) Rural Services Network Bulletin (highlights in weekly reports)
- b) LP12 Guidance Notes from Fenland District Council emailed 18/03/16
- c) FDC Licensing - Consultation regarding Policy Changes (in weekly report 18/03/16)

228/15-16 2015-16 Audit

- a) The Annual Governance Statement was discussed and it was Proposed by Cllr Russell, and AGREED
- b) The Annual Accounting Statement was discussed and it was Proposed by Cllr Russell, and AGREED

Agreed

Agreed

229/15-16 Agenda Items/Next Meeting

There was no future agenda items from Councillors
 The date of the next Parish Council Meeting will be Monday 16th May 2016.
 Items to be included on Agenda should be with the Clerk by Monday 9th May 2016

Meeting Closed at:- 9.48

Appendix 1

Bank Reconciliation		Financial Year ending 31 March 2016	
Christchurch Parish Council			
Prepared by Jacquie Richardson (Clerk & RFO)			
Date	31/03/2016		
Approved by Chair			
Date	11/04/2016		
Balance per bank statements as at		31/03/2016	£
Current Account			43263.39
Savings Account			1.06
			43264.45
Less: Unpresented Cheques			
Cheque Number			
		1428	1358.89
		1432	80.00
		1433	82.80
			1521.69
Add: Any unbanked cash in transit			
			0.00
Net bank balances as at		31/03/2016	£
The net balances reconcile to the Cash Book, as follows:-			
Opening Balance	As per previous Year End Box 8 Audit Report		206844.30
Add: Receipts to date			208658.20
Less: Payments to date			373759.74
Closing Balance			41742.76
Earmarked Reserves			
Village Hall	11,001.95		
Mrs Spall Request	200.00		
Recreation Ground 106 monies	75.07		
Street Lighting	3,000.00		
Youth Club	2,500.34		
Total Remaining	24,965.40		

Appendix 2

CHRISTCHURCH PARISH COUNCIL						
		BUDGET	CURRENT	CURRENT	CURRENT	ACTUAL
INCOME:		2015-16	End JUNE 2015	End SEPT 2015	End DEC 2015	2015-16
	Maintenance Grants: Precept	£8,488.00	£4,244.00	£8,488.00	£8,488.00	£8,488.00
	Council Tax Support Grant	£847.00	£423.50	£847.00	£847.00	£847.00
	Concurrent Functions Grant	£1,833.00		£917.00	£1,833.00	£1,833.00
	Allotment Rents	£2,000.00		£1,098.75	£7,007.25	£7,198.50
	Allotment Drainage Rates	£405.00			£254.09	£396.22
	Recycling Credits	£15.00	£44.33	£44.33	£44.33	£44.33
	VAT Refund	£700.00		£390.00	£995.00	£7,125.14
	Bank Interest	£15.00	£19.67	£37.94	£52.44	£53.50
	Bursary Payment					
	Youth Club Funds		£2,500.34	£2,500.34	£2,500.34	£2,500.34
SUB TOTALS:		£14,303.00	£7,231.84	£14,323.36	£22,021.45	£28,486.03
	Village Hall Grants/Donations			£48,341.16	£113,296.51	£180,172.17
TOTALS:		£14,303.00	£7,231.84	£62,664.52	£135,317.96	£208,658.20
EXPENDITURE:		BUDGET	CURRENT			ACTUAL
		2015-16	End JUNE 2015	End SEPT 2015	End DEC 2015	2015-16
	Auditors Fees	£300.00	£120.00	£120.00	£120.00	£1,252.41
	Drainage Rates	£470.00		£405.26	£405.26	£405.26
	Clerks Salary	£3,500.00	£846.47	£1,613.93	£2,476.20	£3,333.70
	Clerks Office Expenses	£120.00	£120.00	£120.00	£120.00	£120.00
	HMRC					
	P P & S	£60.00	£12.85	£26.41	£34.42	£41.98
	Hall Expenses	£200.00				£0.00
	Insurance	£800.00			£760.80	£760.80
	Subscriptions	£70.00	£59.00	£59.00	£94.00	£94.00
	Allotment Rents	£412.50	£412.50	£412.50	£825.00	£825.00
	Rec Ground Insurance	£940.00				£1,411.07
	RoSPA Inspection	£0.00				£0.00
	Training Fees	£100.00				£32.45
	Grass Cutting	£3,160.00	£650.00	£1,450.00	£2,150.00	£2,280.00
	Rec Ground Exs	£0.00				
	Cemetery Maintenance	£245.00	£122.50	£122.50	£122.50	£245.00
	War Memorial Maintenance	£0.00				
	Election Costs	£900.00				£0.00
	LHI Bid Contribution	£1,000.00		£765.70	£765.70	£765.70
	Repairs to Play Park	£500.00				£0.00
	S137	£25.00			£25.00	£25.00
	Village Web Site Management					
	Tree Cutting/Contingency	£500.00				£0.00
	Donations					
	Heron Running Costs	£960.00	£240.00	£480.00	£720.00	£960.00
	VAT Paid	£700.00	£130.00	£440.00	£6,865.14	£9,745.06
	Transfers to Bank Acct's					
SUB TOTALS:		14,962.50	2,713.32	6,015.30	15,484.02	22,297.43
	Village Hall Build			101,715.50	238,166.21	351,462.31
TOTALS:		14,962.50	2,713.32	107,730.80	253,650.23	373,759.74