

**MANCETTER PARISH COUNCIL**  
**Minutes of the Parish Council Meeting, held on**  
**Tuesday 25<sup>th</sup> September 2012, commencing at 7 p.m.**  
**In the School Room, St. Peter's Church, Mancetter.**

**Present:**

<b>Chairman</b>	Mr T Hopkins
<b>Parish Councillors</b>	Mrs J Marshall, Mr H Blackburn, Mr B Hamson Mrs J Mawson, Mrs S Healy.
<b>County Councillor</b>	Mrs C Fox
<b>Borough Councillors</b>	Mr M Davis, Mrs L Freer
<b>Parish Clerk</b>	Mrs K Meads
<b>Public</b>	Seven members of the public
<b>Item 1-Apologies</b>	Mr M Hopkins PCSO A Wynder.

**Welcome**

The Chairman opened the meeting and welcomed all present.

**Item2-Declaration of Interest**

Both Mr T Hopkins and Mrs J Mawson declared an interest in Item 13-Allotments.

**Item 3a-Approval of minutes of the Parish Council Meeting of 24<sup>th</sup> July 2012**

The minutes of the Annual Parish Council Meeting were approved and signed by Mr T Hopkins.

**Item 3b- Matters arising from the Parish Council Meeting of 24<sup>th</sup> July 2012**

Mr T Hopkins stated that matters arising from the previous meeting would be covered by Agenda items to follow.

**Item 4 – Footpaths & Public Rights of Way – AE96**

Mr T Hopkins opened the floor to Mr J Arrowsmith who advised the meeting that although work had been completed by WCC, he was still not happy about the electric fence. A spokesman for the members of the public passed their thanks to the Parish Council for their help with the progress of this issue with WCC, however, they were not happy that the works were completed and paid from WCC budget. Mr J Arrowsmith stated that he was very disappointed that a representative from WCC has not accepted the invitation to attend the Parish Council meetings.

Mrs C Fox advised that she would speak to the WCC representative to organise a day time visit to the site. She requested that a Parish Councillor and a member of the public may wish to accompany her. The Parish Clerk to liaise with Ms C Fox to organise this meeting.

**Item 5 Any other Parish Business-**

**5a-Raw Sewage in Mancetter Recreation Ground**

A member of the public reported that STWA were dealing with raw sewage coming up through a drain at the edge of the recreation ground. Discussions took place as to whether this was due to blocked drains or a blockage in the stream.

Borough Councillors, Mr M Davis and Mrs L Freer will ask for the stream to be cleared, but stressed that if members of the public see any blocked drains they should immediately contact the Environmental Health Department at NWBC to ensure that this is dealt with as soon as possible.

**5b-Burning of plastics**

It was reported that on 7<sup>th</sup> September rubbish in a skip was being burnt at the Whetstone Brothers factory in Manor Road. This gave off toxic smoke and it was reported to the Environmental Health Department at NWBC. Mrs L Freer said that she would also take this up with NWBC and again urged members of the public to report any further incidents when they happen.

**5c-Manor Road Extra Care Scheme**

Mr T Hopkins reported that this scheme had been discussed at the recent Area Forum meeting and he had also visited a similar scheme. He stated that he was very impressed and was made very welcome by the tenants who invited visitors to look around their apartments.

Signed By Chairman

Date:

Mr Trevor Hopkins

The Manor Road Scheme will be 70 apartments and 10 bungalows, with a mix of leasehold, shared ownership and rented accommodation.

The scheme is due to start in April 2013 for completion by October 2014.

**5d-Former allotments in Ramsden Road, Mancetter**

Mr T Hopkins confirmed that this land would be used for housing.

**Item 6 – Reports from Borough and County Councillors**

**6a-Council Tax reform effect on precept**

Mr B Hamson asked for clarification on this matter. Mr M Davis advised that this has been discussed in detail at NWBC and reported that some discretionary items may be used as savings if necessary to cover the shortfall as a result of Council Tax Reforms. Mr T Hopkins advised that information received from WALC was that these reforms would not affect Parish Council precepts.

**6b-Tree Planting Ceremony**

Mr M Davis congratulated the Parish Council on an excellent Tree Planting Ceremony, which was well attended and enjoyed by all.

Mrs S Healy requested discussion on

**Item 14- Draft Core Strategy & Neighbourhood Plan**

Mrs S Healy stated that she had read the revised draft of this document and was very disappointed that comments made by Mancetter Parish Council had not been taken into account. The main objection being that Mancetter is included as part of Atherstone with regard to new dwellings.

**Item 7 - Correspondence Received**

A list of correspondence received was issued to all Councillors.

**7a-WALC AGM** – Three Councillors to attend this event on 7<sup>th</sup> November 2012

**7b-Northern Group of Parish Councils**

Mr T Hopkins advised that Mr David Waithman had resigned as Vice Chairman of this group.

The next meeting has been arranged for Monday 1<sup>st</sup> October 2012. Mr B Hamson and

Mrs J Mawson agreed to attend.

**Item 8-Cheques, Accounts and Finance**

The Parish Clerk, Mrs K Meads issued a Financial Statement up to 24<sup>th</sup> September 2012.

All cheques and bank payments were signed in accordance with the bank mandate.

**8a-Appointment of External Auditors**

Mrs K Meads advised that a letter had been received to confirm that the external auditors with effect from 2012/2013 for five years will be Grant Thornton UK LLP. This appointment is made under Section 3 of The Audit Commission Act 1998 and will commence on 1<sup>st</sup> September 2012

**8b-Annual Return 2011 /2012**

Mrs K Meads advised that the completed Annual return for 2011/2012 had been received from external Auditors Clement Keys.

Mrs K Meads confirmed that the Audit Closure notice had been posted on the Parish Council Notice Board for the statutory length of time.

**Item 9 – Grant Making Policy**

Mrs K Meads had prepared and distributed details of the new Grant Making Policy. This was discussed and agreed after an amendment relating to the number of times a year grants will be made.

**Item 10-Councillors Code of Conduct and disclosure of pecuniary interest**

After discussion it was unanimously decided that members of Mancetter Parish Council agree to adopt the NWBC pecuniary interest document, but not splitting between self and partner.

**Item 11 – Clerks Training**

Mrs K Meads issued a training schedule for the next year, required as part of her CiLCA training scheme. The training programme was agreed in principle and Mrs K Meads was asked to further research the Website management costs.

Signed By Chairman

Date:

Mr Trevor Hopkins

## **Item 12 – Cemetery and Maintenance**

### **12a-Gravedigging Policy**

Mrs K Meads confirmed that a revised policy had been issued and she was awaiting a signed copy.

### **12b-Cemetery Charges 2013/2014**

Mrs K Meads had distributed Cemetery Charges comparison sheets before the meeting. These charges were discussed. Mr H Blackburn suggested that costs for Parishioners be increased by £25 and costs for Non Parishioners be increased by £50.

It was agreed that cremated remains may now be scattered under the new trees and that Mrs K Meads should source a Book of Remembrance to register these events.

### **12c – Planting of bulbs**

Mr T Hopkins reported that he had obtained three quotes for spring bulbs. These were discussed and it was unanimously agreed to purchase 6000 spring bulbs to be planted around the Parish.

## **Item 13-Allotments-Unkempt Allotments**

Mrs K Meads confirmed that she had written to the tenants concerned to remind them of the rules of renting an allotment. Mr T Hopkins advised that there had been no improvement in the state of these allotments. Mrs K Meads was asked to write again to advise that leases will not be renewed unless there is an improvement.

## **Item 15 – Publicity**

### **15a-Summary minutes**

Mrs K Meads circulated Summary Minutes for 24<sup>th</sup> July 2012. These were agreed and signed by Mr T Hopkins.

### **14b- Newsletter**

Mrs K Meads advised that the report for the August and September edition of Mancetter Matters had been sent in. Mr T Hopkins signed a paper copy of the reports for the files.

Mr B Hamson requested that information on “what a Parish Council does” be included in the newsletter. Mrs J Mawson asked that the Councillor Vacancy be advertised.

## **Item 16 – Diamond Jubilee- Tree Planting Ceremony**

Mr T Hopkins thanked Mrs K Meads for organising the tree planting ceremony which was held on Thursday 20<sup>th</sup> September 2012. It was a very successful evening with representatives from many of the groups and organisations within the Parish, along with Parishioners and people who have helped with the preparation of the new burial area.

Mrs K Meads is to send a commemorative medal to NWBC to be placed in the Council Chamber. Thanks were also passed to the ladies who prepared and served the refreshments. All of the ladies are volunteer leaders for Girlguiding UK. It was suggested by Mr H Blackburn that a donation of £100 be made to Girlguiding locally. This was unanimously agreed.

## **Item 17-Planning Applications**

The following planning applications had been received and were discussed:

- DeMulder & Sons Ltd – Extension to main processing building. **No objections.**  
It appears that the site is improving. Mr T Hopkins requested that a letter be sent regarding 106 monies.
- Lloyd House, Manor Road, Mancetter. Change of use to workshops. **No objections.**
- Purley Chase Centre. Single storey conservatory. **No objections.**

## **Item 18 - Date of next meeting- Tuesday 27<sup>th</sup> November 2012**

It was agreed that the date of the Annual meeting in 2013 be changed from 28<sup>th</sup> May to 21<sup>st</sup> May

There being no further business Mr T Hopkins closed the meeting at 10.10pm

Signed By Chairman

Date:

Mr Trevor Hopkins