

Minutes of Meeting

Name of Meeting	Ordinary Princethorpe Parish Council Meeting
Date, Time and Venue of Meeting	Thursday 9 th June 2016 at 7.30pm in St Cuthbert's Church.
Meeting Chair	Cllr Michael Luntley – Chairman (ML)
Minute Taker	Mrs Helen Stewart – Parish Clerk (HS)
Attendees	Cllr Irene Shelton (IS), Cllr Richard Daly (RD), Cllr Frances Fraser (FF) and two members of the public.
Apologies	Cllr H Roberts, Cllr D Roberts and Cllr C Watson-Merrick

Items raised during the public forum:-

- Cllr John Simmonds of Stretton-on-Dunsmore Parish Council attended to seek support from Princethorpe Parish Council in the opposition of the Local Plan which will see 75 houses built in Stretton. This had already been discussed at previous meeting during which Princethorpe Parish Council opposed the Local Plan on the grounds of increased traffic.

Agenda Number	Item	Actioner	Date for completion
1.	<u>Apologies</u> Apologies were received from Cllr H Roberts, Cllr D Roberts and Cllr C Watson-Merrick.	No Action	
2.	<u>Declarations of Personal or Prejudicial Interests</u> There were no declarations.	No Action	
3.	<u>Minutes from Last Month's Meeting</u> The minutes were accepted by the Parish Council then signed as true and accurate by Cllr Luntley.	No Action	
4.	<u>Actions from Minutes</u> Item 4. ML will put together the content for the Emergency Plan digest and DM will create the cover. Item 4. Clerk to add footpath problems to the original report of sinking trenches on A423. Item 7a. Clerk has arranged the Annual Insurance for the next 12 months with Zurich at a cost of £604.77. Item 9. Clerk to email AED audit reports to Bobby Quayam.	ML & DM HS HS	14/07/2016 14/07/2016 14/07/2016
5.	<u>County & Borough Councillors Issues</u> There was no representation from Borough or County at this meeting.	No Action	
6.	<u>Planning</u> There were no planning applications to consider.	No Action	
7.	<u>Traffic Consultant</u> An offer of assistance to employ a Traffic Consultant was made to the Parish Council by Ed	HS	14/07/2016

	Hester of Princethorpe College. Clerk to contact Mr Hester to arrange a suitable time to discuss this offer.		
8.	<p style="text-align: center;"><u>Playground</u></p> <p>A report from the Wicksteed following the annual playground inspection was received and discussed. There are not items which require immediate action but some of the recommendations will be considered in future meetings.</p>	No Action	
9.	<p style="text-align: center;"><u>Actions Taken Under Delegated Powers</u></p> <p>An offer was received from Mr Bill Ratcliffe to paint the bus shelter on Fosse Way. The Clerk has accepted this kind offer on behalf of the Parish Council and agreed to reimburse Bill for the cost of the paint and any other materials required to complete the job.</p>		
10.	<p style="text-align: center;"><u>Correspondence</u></p> <p>The Community Forum will take place on 14th July in Rainsbrook Conference Centre the main topic will be Flooding. Cllr M Luntley will attend.</p>	ML	14/07/2016
10a	The Warwickshire Police Newsletter was received. Clerk to add to website.	No Action	
10b.	There have been reports in Stretton of a woman trying to obtain money by deception. She uses distraction methods to keep you occupied while her accomplice tries to gain entry to your property. PCSO Helena Seal has asked all residents of Stretton and surrounding villages to be vigilant and share this information with their neighbours. Any similar incidents should be reported by dialling 101.	No Action	
11.	<p style="text-align: center;"><u>Annual Audit 2015/16</u></p> <p>The Clerk reported that the internal auditor, Mrs Norma Elston, has reviewed the accounts and signed them off. The Clerk read aloud the Annual Governance Statements, and will now submit the accounts paperwork to Grant Thornton for external audit.</p>	HS	16/06/2016
12.	<p style="text-align: center;"><u>Monthly Finances</u></p> <p>Cheques were issued in May (to meet payment dates):- £417.00 Helen Stewart (Clerks Salary) £604.77 Zurich (Annual Insurance) £71.99 Sophie Matthews (Website Hosting) £11.99 Sophie Matthews (Domain Name)</p>		

	<p>£225.00 Wendy Saville (Grass Verge Maintenance)</p> <p>£35.00 Wendy Saville (Playing Field Cut)</p> <p>Cheques signed in June:-</p> <p>£417.00 Helen Stewart (Clerks Salary)</p> <p>£50.00 Petty Cash</p> <p>£50.00 Norma Elston (Internal Auditor)</p> <p>£54.00 Wicksteed (Playground Inspection)</p>		
13.	<p style="text-align: center;"><u>Any Other Business</u></p> <p>For discussion at next meeting:-</p> <ul style="list-style-type: none"> • Speed Guns • Newsletter inc Survey • Approval of the Emergency Plan Digest 	HS	14/07/2016
14.	<p style="text-align: center;"><u>Date of Next Meeting and Forthcoming Meeting for 2016.</u></p> <p>14th July 2016 7.30pm St Cuthberts</p> <p>No Meeting in August</p> <p>8th September 2016 7.30pm St Cuthberts</p> <p>13th October 2016 7.30pm St Cuthberts</p> <p>10th November 2016 7.30pm St Cuthberts</p> <p>8th December 2016 7.30pm St Cuthberts</p>		