**Hemswell Cliff Parish Council**

Minutes of the Ordinary Meeting of the Parish Council held on Monday 24 August 2015 in the Room of Requirement at Hemswell Cliff Primary School.

**Present:** Councillors Hann, Kirman, Prestwood, Richardson, Webber and Clerk Tom Clay

**In Attendance:** District Councillor Howitt-Cowan and Marina Di Salvatore

**Apologies:** Councillor Beevers, County Councillor Strange and PCSO Julie McFaul

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| **Minute Number** | **Item or Decision** |
|  | **Procedural Items** |
| **88/1516** | **Declarations of interest**  Cllr Kirman handed an invoice to the Clerk for a number of wreaths and flowers which will be supplied to the Parish Council for RAF Hemswell Day and made a declaration of interest in the respect that it is the company she owns ‘Flowers by Design’ supplying the goods. Consideration of payment will be taken at the next ordinary meeting of Council in October. |
| **89/1516** | **Minutes of the meeting held on Monday 6 July 2015**  Councillor Prestwood proposed that the minutes be accepted as a true and proper record of the meeting, Councillor Hann seconded, and the minutes were approved. |
| **90/1516** | **Hemswell Cliff Master Plan**  Cllr Kirman proposed, seconded by Cllr Richardson, that Council discuss item 11 and it be moved up the agenda.  **Resolved -** The proposal received unanimous support and the item was moved up the agenda.  Marina Di Salvatore, Economic Development Growth Projects Officer for WLDC, handed out a report and gave a short presentation about the ‘Master Plan’ for Hemswell Cliff. She updated members on what had happened and what was being planned for the next few months.  Marina emphasised that the document would be produced in consultation with the Parish Council and local people. The broad aim of the plan was to establish a ‘Food Enterprise Zone’ in the area to support the agricultural industry, improve infrastructure and increase employment opportunities. As part of the plan it was proposed that a number of houses be built on the south side of A631.  Cllr Kirman said that she supported the general thrust of the plan, but that previous plans had housing development on the north side of the road. She went on to say the community and the Parish Council would like to see the houses built on the north side of A631.  Cllr Prestwood said that he also supported the aim of the plan, but that it had to be right.  District Cllr Howitt-Cowan said that consultation starts in September and he encouraged the Parish Council to comment specifically on the housing proposals.  The Parish Council thanked Marina for attending the meeting and at this point she left the meeting. |
| **91/1516** | **Public Questions**  A number of members of the public were present. The majority had come to speak about the proposal to build 40 houses on land west of Lancaster Green.  Cllr Kirman said that there were a number of time restrictions on this meeting, but that she would try to allow as many people as possible to speak.  A number of members of the public spoke about the development of 40 houses west of Lancaster Green, with the following raised:   * 40 houses is too many for the site. * The proposed houses are not in keeping with the area. * The proposal doesn’t take into account the historical nature of the site. * Road safety concerns about the roundabout nearby and the speed of traffic near the proposed site. * Concerns about a lack of crossing facilities over the A631 near the site. * Inadequate access to the proposed development. It was felt that if the development was to go ahead it should have its own access. * Lack of parking both in the area and at the proposed site. A particular concern was raised about the fact that the site was overflow parking for Hemswell Court and that the overflow car park often overflowed onto local streets. * Lancaster Green is a private road. * Lack of information given to residents. * The tennis court looks like it is part of the development, but it isn’t. The plans treat Hemswell Court as an amenity which it isn’t.   Members of the public also raised concern about the location of new housing development on the Master Plan.  Members of the public further raised concern about the AD digester currently under construction. The specific concerns raised were around:   * Waste, * Smell, * Proximity to residents, * Lack of consultation and, * The grade of waste products.   District Cllr Howitt-Cowan said as a waste matter it would be something for the County Council to deal with.  Cllr Kirman thanked all the members of the public for attending. She suggested that a village meeting be set up to discuss the 40 house development which would be unhindered by time restrictions. Members of the public were receptive to that idea.  The meeting was set for Tuesday 1 September 2015 at 7:30pm to be held in the School Hall. Cllr Kirman said that she would Chair the meeting unless someone else wanted to. |
| **92/1516** | **Planning Applications and Policy**  Cllr Kirman proposed, seconded by Cllr Hann, that Council discuss the specific planning application listed under item 16 and they be moved up the agenda.  **Resolved -** The proposal received unanimous support and Council discussed the specific planning applications listed under item 16.   1. Council received an update about planning application (132412) to build an AD Digeste lagoon in the north of the Parish for Cllr Richardson and Cllr Howitt-Cowan. The Parish Council had put in an objection and a meeting had been held by Cllr Richardson, Cllr Howitt-Cowan and WLDC Planning officers about the issue. Currently the planning application had been withdrawn, but it was expected to go to a planning meeting at a later date. 2. Council received an update about planning application (133082), the Hanger No2 development. Cllr Kirman proposed, seconded by Cllr Richardson, Council respond positively to the planning application, but that assurance would be required around noise and use of the site.   **Resolved -** The proposal received unanimous support and the Clerk was asked to draft a response to send round councillors.   1. Council considered how to respond to the planning application to build 40 houses to the west of Lancaster Green (133344). Council took on board the concerns of residents and after discussion decided that they shared many of them. Cllr Kirman proposed, seconded by Cllr Prestwood, Council object to the planning application on safety grounds and cite the concerns outlined by local residents.   **Resolved -** The proposal received unanimous support and the Clerk was asked to draft a response to send round councillors.  District Cllr Howitt-Cowan said that he would attend the Planning Meeting and make the concerns of the Parish Council and residents known to colleagues.  Cllr Kirman said that we are still awaiting a response about the windfarm appeal. |
| **93/1516** | **Chair’s remarks**  The Chair said that all the matters she want to raise were covered elsewhere in the agenda. |
| **94/1516** | **Clerk’s Report**  The Clerk reported that:   * Because of surgery he would be off work for about six weeks starting from Thursday 3 September. Cllr Prestwood said that he would monitor the email account. The Clerk would check the mobile for messages and remove it as a contact while he was off. The Clerk also said that he would send through template agendas and minutes for the next Ordinary Meeting. * The Annual Audit was still being worked through, but should hopefully be finished soon. * The Parish Council now has internet banking. * That he was working on his CiLCA qualification.   The Clerk asked that councillors start to think about what items they would like to see included in next year’s budget and action plan.  The Clerk handed over to Cllr Kirman RAF Hemswell Day programmes he had got printed. |
| **95/1516** | **Police, crime and anti-social behaviour update**  In PCSO McFaul’s absence the Clerk made the following report known to Council:   * 03/08/15 – Vehicle nuisance reported to the Police. A quad bike riding around Louisberg Road at 18:21. No trace upon Police arrival. |
| **96/1516** | **District and County Council update**  District Councillor Howitt-Cowan gave the following report:   * A consultation on the latest draft of the Local Plan would start soon. |
| **97/1516** | **Ball Park Sub-committee update**  Cllr Prestwood reported that:   * The new sign had gone up. * He had attended RoSPA training and that a new inspection regime had been established. * There was an issue around weeds that was being monitored. * There was an issue around bins that was being considered. |
| **98/1516** | **Councillors’ Updates**   * Cllr Richardson asked Cllr Hann if he had approached Mr Wilson about repairing the notice board. Cllr Hann said that hadn’t, but that he would in the near future. * Cllr Prestwood said that a fundraising event in memory of Malcolm who used to run the Post Office had taken place. It had raised over £700 for the Air Ambulance and that they were planning another event next year. |
|  | **Business Items** |
| **99/1516** | **Finances**  **A) Payments Made**  The following payments were approved and cheques drawn up during the meeting:   * £226.62 – T Clay for Clerk’s Pay July 2015 * £56.60 – T Clay for HMRC (Clerk’s Pay July 2015) * £10 – T Clay for payroll July 2015 * £18 – T Clay programme printing for RAF Hemswell Day * £161.81 – Glendale (formerly Veolia) for green space maintenance June 2015 * £161.81 – Glendale (formerly Veolia) for green space maintenance July 2015 * £124.50 – WLDC for elections on 7 May 2015 * £15 – LALC for councillor training * £120 – LALC for Clerk’s CiLCA training   **B) CiLCA Qualification**  Cllr Kirman proposed, seconded by Cllr Prestwood, that Council approve spend of £250 to provide financial support for the Clerk towards enrolment for a CiLCA (2015) qualification.  **Resolved -** The proposal received unanimous support, spend of £250 was approved and a cheque was drawn up during the meeting.  **C) Bank Reconciliation**  The Clerk updated councillors about the bank reconciliation. No questions were asked.  **D) Budget Projection**  The Clerk updated councillors about the budget projection. No questions were asked.  **Resolved -** The Clerk was asked by Council to draft grant applications for RAF Hemswell Day, the Christmas tree and lights and noticeboard refurbishment. |
| **100/1516** | **RAF Hemswell Day 2015 Update**  **Resolved –** Cllr Kirman and Richardson would clean the site on Sunday 6 September at 11am. |
| **101/1516** | **Notice board at Dog Kennel Lane**  **Resolved –** Council would bring the notice board back into use. It was thought at this stage no spend was required on it. Cllr Richardson said that he would take down old signs and put up news ones. |
| **102/1516** | **Use of Parish Council Green Space**  Cllr Kirman proposed, seconded by Cllr Prestwood, that Council approve the new Green Space Policy.  **Resolved -** The proposal received unanimous support and the policy was adopted. The Policy will be reviewed in May 2016. |
| **103/1516** | **Planning Applications and Policy**  Cllr Kirman proposed, seconded by Cllr Prestwood, that Council approve the new Planning Application Procedure and Policy.  **Resolved -** The proposal received unanimous support and the policy was adopted. The Policy will be reviewed in May 2016.  Cllr Richardson said that a new planning application had gone in about photovoltaic cells in Spital-in-the-Street and asked councillors what they thought. There was general agreement that proposal was appropriate and that the Parish Council shouldn’t object. |
|  | **Next Ordinary Meeting** |
| **104/1516** | **Items for inclusion on the next agenda**   * Christmas tree and lights * Notice board update * Local Plan consultation |
| **105/1516** | **Date and time of next Ordinary Meeting**  The date of the next Ordinary Meeting of the Parish Council was confirmed as: Monday 5 October 2015, starting at 7:30pm, it will take place in the Room of Requirement at Hemswell Cliff Primary School. |

Meeting started at 7:30pm and closed at 9:50pm

Document published on 28 September 2015

**Signed:** ……………………………………………..

**Print Name:** ……………………………………………..

**Date:** ……………………………………………..