

MIDDLETON PARISH COUNCIL

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The Meeting of the Parish Council was held on Tuesday 17th April 2018 at 7.45 pm in the Village Hall Annexe, Cottingham.

Present: Cllrs Brant (Chair), Cole (Vice Chair), Freeman, Hicks and Thomas, Mrs Medwell (Parish Clerk) and Richard Mugglestone (Midlands Rural Housing).

1. To Approve Apologies for Absence:

Cllrs Bradshaw and Cross – Work Commitment

2. Declaration of Interests on Items on the Agenda:

There were no changes to members Register of Interests.

3. Minutes: The minutes of the Parish Council meeting held on 20th March 2018 were duly approved and signed by the Chair.

Proposed Cllr Cole

Seconded Cllr Thomas

4. Matters Arising:

There were no matters arising.

5. Meeting Open for Public Participation – incorporating Item 6 Rural Housing Needs Survey

The Chair welcomed Mr Richard Mugglestone from Midlands Rural Housing.

Mr Mugglestone gave a brief overview of the findings from the Rural Housing Needs Survey carried out in Middleton in October 2017. It had been instructed by Corby Borough Council to ascertain housing need in the rural districts of the Borough. He stated that the results of the survey demonstrated a need in Middleton for a small number of market price 3 bedroom bungalows and affordable/shared ownership housing which would inform Corby Borough Council's Local Part 2 Plan and any Neighbourhood Plan the Parish Council developed. He pointed out that the relatively low local housing need would no doubt inform the Parish Council's response to any proposals for development in the village. Mr Mugglestone said he would provide a summarised article of the findings which could be incorporated in the Village Newsletter.

The Chair thanked Mr Mugglestone who duly left the meeting at 7.58 pm.

(Meeting closed to the public.)

7. New Village Hall and Recreational Ground:

There was nothing further to report at this stage.

All information pertaining to the development can be found on the website <http://www.cotmidhall.org.uk>.

8. Orchard and Open Space:

The Chair and Clerk had met the contractor on site to look at various options for improving the edging to the footpath. It was suggested that the wooden edging be removed and the soil graded. A quote for £250 had been received for this work. The Council **agreed** the quote and noted that whilst this was not ideal, it was the most cost effective solution to resolving the potential hazard in the short term. The council will monitor the condition of the footpath and review again next year with the view to replacing the edging if necessary.

Signed.....Chair

Date.....

Cllr Freeman presented the Council with various costed options for solar lighting for the Orchard. The Council discussed these and after concluding that they were either unsuitable or cost prohibitive, **agreed** not to pursue at this stage.

The Chair informed the Council that the Valley Voice Choir had requested to host a summer concert on 1st July in the Orchard. The Council **agreed** and will contact the Choir to request that the Choir undertakes a written risk assessment for the event (*action JM*).

9. Highways, Lighting and Rights of Way:

Horse Riding Signs, Jurassic Way Footpath – The Chair proposed that 6” x 8” had been identified as being the best and least obtrusive ‘No Horse Riding’ signs for each end of the footpath and that she was awaiting costs for these from CBC Suzanne Preston. Cllr Freeman agreed to contact the owner of the overhanging tree at the entrance to the footpath on The Hill, requesting that he could cut this back to enable one of the signs to be placed on the finger post (*action TF*).

Lighting Update – There was nothing to report.

School Hill – A discussion took place regarding concerns raised of inappropriate traffic speeds along Camsdale Walk and School Hill. The Council **agreed** to write to local residents and their visitors requesting that they are mindful of the potential risks when driving in the built-up area (*action MT*). It was also noted that the verges, particularly opposite no. 12, have been significantly damaged by construction vehicles. It was **agreed** to wait until after the majority of the works had been completed to the number of houses in the area planning development, before any request was made to re-instate the verges.

10. Safety Review of Parish Assets:

Cllr Cole had carried out an inspection of the parish assets and stated that all were in good order. The Clerk has carried out the routine monthly check of the defibrillator and recorded it on the CHT Webnos website.

11. Annual Accountability and Governance:

a) Approval of Certificate of Exemption 2017/18

The Council noted that its gross income or expenditure did not exceed £25,000 in the year ending 31st March 2018 and therefore **agreed** to certify itself as exempt from a limited assurance review under section 9 of the Local Audit (Smaller Authorities) Regulations 2015.

Proposed Cllr Brant Seconded Cllr Cole

The Certificate of Exemption was then duly signed by the Chair and Responsible Financial Officer and will be returned to the External Auditor (*action JM*).

At this point the Clerk informed the Council that the accounts had been successfully presented to the Internal Auditor with no issues raised.

b) Approval of Approval of Annual Governance Statement 2017/18

The Council considered and **approved** the Annual Governance Statement 2017/18.

Proposed Cllr Brant Seconded Cllr Freeman

This was duly signed by the Chair and Responsible Financial Officer

Signed.....Chair

Date.....

c) Approval of Annual Accounting Statement 2017/18

The Clerk had prepared the 2017/2018 Financial Accounts in accordance with the Accounts and Audit Regulations 2015 and circulated prior to the meeting.

The Council considered and **approved** the Annual Accounting Statement 2016/17.

Proposed Cllr Hicks Seconded Cllr Cole

This was duly signed by the Chair and Responsible Financial Officer.

12. General Data Protection Regulations (GDPR):

The Council noted that is a requirement under the General Data Protection Regulations (GDPR) for every council to appoint a Data Protection Officer (DPO) by 25th May 2018. It referred to the correspondence from NCALC which included a Service Level Agreement to appoint Northants CALC as the council's DPO. The Council **agreed** to defer the decision to appoint a DPO until after the GDPR training session on 24th April which will be attended by the Chair. The Council **agreed** to make an informed decision at its May meeting.

13. Planning:

18/00090/DPA Mr Rigby 6 The Hill Middleton Demolition of single storey extension, replace with larger one with pitched and tiled roof. Formation of pedestrian access and steps. New monocouche render to existing brick facings.

The Council considered and **agreed** to support this application.

Land off Ashley Road, Middleton

It was noted that this development is being marketed as 'Field View' as opposed to following the tradition of new developments which have been named after the landowners named on a historic map. The Chair will follow this up with Corby Borough Council (*action SB*).

14. Finance:

a) The following cheques were presented for signature and unanimously **agreed**:

101454	NCALC – Subscription	256.83
101455	Cottingham VHMHC – March hall Hire	9.00
101456	Clerk – April Salary and Expenses	335.52
101457	Ian Arnott – Internal Audit	110.00
101458	Jamie Bradshaw – Culvert Maintenance	60.00

Receipts	
CBC – Orchard Rechargeable Expenses	2,554.74

SUMMARY OF BALANCES

National Savings	47,749.18
Business Reserve	166.54
Community Account	5,091.45
Less Allocation for Village Hall	42,090.50

Signed.....Chair

Date.....

Total: **£10,916.67**

b) The Council unanimously **approved** the bank reconciliation which was then duly signed by the Chair.

15. Correspondence:

Amongst other correspondence were the following items, all e-mailed:

NCALC – GDPR Information

NCALC – eUpdate March/April

NCALC – Audit Update

16. Business for next meeting:

Next Litter Pick

There being no further business the meeting closed at 9.03 pm

Minutes to be ratified at the Annual Parish Council Meeting on Tuesday 15th May 2018

Signed.....Chair

Date.....

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