

# MIDDLETON PARISH COUNCIL

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The Annual Meeting of the Parish Council was held on Tuesday 15<sup>th</sup> May 2018 at 7.30 pm in the Village Hall Annexe, Cottingham.

Present: Cllrs Brant (Chair), Cole (Vice Chair), Cross, Freeman and Thomas and Mrs Medwell (Parish Clerk).

## 1. Election of Officers:

(i) The position of Chair was open to all Councillors. Cllr Cole nominated Cllr Brant and was seconded by Cllr Cross. Cllr Brant **agreed** to become Chair.

(ii) The position of Vice-Chair was opened to all Councillors. Cllr Brant nominated Cllr Cole and was seconded by Cllr Freeman. Cllr Cole **agreed** to become Vice-Chair.

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## 2. Declaration of Acceptance:

The Chair and Vice Chair then duly completed the Declaration of Office, witnessed by the Clerk.

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## 3. Declaration of Interests on Items on the Agenda:

There were no declarations of Interest.

There were no changes to the members Registers of Interests.

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## 4. To Approve Apologies for Absence:

Cllr Bradshaw – Work Commitment.

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## 5. Election of Sub Committees:

The Parish Council **agreed** to defer this item to the next meeting.

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6. Minutes: The minutes of the meetings on 17<sup>th</sup> April 2018 were duly approved and signed by the Chair.

Proposed Cllr Thomas      Seconded Cllr Freeman

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## 6. Matters Arising:

The Council noted it was awaiting a response from CBC Environmental Services regarding the costs for the 'No Horse Riding' signs for the Jurassic Way.

The Clerk was actioned with pursuing Richard Mugglestone from Midland Rural Housing for a précis of the Housing Needs Survey report for the newsletter (*action JM*).

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## 7. Meeting Open for Public Participation:

There were no members of the public present.

(Meeting closed to the public.)

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## 8. New Village Hall and Recreational Ground:

The Chair informed the Council that the tree survey had been completed. The invoice will be settled from allocated Village Hall funds.

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## 9. Orchard and Open Space:

The Council noted that the edging to the footpath had been removed and that the scheduled tree works had commenced with the first round of trees pruned. Cllr Cole commented that grass and weeds were starting to appear in the footpath, the Clerk will ask the maintenance contractor Joe' Lawn Care to spray these as necessary at the next routine visit (*action JM*).

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Signed.....Chair

Date.....

### 10. Highways, Lighting and Rights of Way:

**School Hill and Camsdale Walk Traffic Management**– The Chair reported that a note had been delivered to local residents requesting that they and their visitors are mindful of the potential risks when driving in the built-up area. She referred to a response from one resident regarding the possibility of signing narrow and restricted access. The Chair will arrange a site visit with NCC Highways representative Sarah Barnwell (*action SB*).

**Lighting Update** – The council observed that the light on 3 Main Street appeared to be on during daylight hours. Cllr Freeman will report to CBC (*action TF*).

**Litter Pick** – The Council noted that the large quantity of fly-tip on Middleton Lane had been reported and subsequently removed. It was **agreed** the opportunity for a follow-up litter pick had been missed due to the overgrown verges and would be rescheduled for the autumn.

### 11. Safety Review of Parish Assets:

Cllr Cole had carried out an inspection of the parish assets. He stated that all were in good order but suggested that the benches in the Orchard need re-varnishing. The Clerk will contact Steve Morphy to request that these are refurbished to the same quality as the bench on Main Street (*action JM*).

### 12. General Data Protection Regulations (GDPR):

Following the Chair's attendance at the NCALC training course, the Council **agreed** to appoint Northants CALC as the Council's DPO. This would be a free service for the first year after which a fee of approximately £40 an hour would be charged.

Proposed Cllr Brant          seconded Cllr Cole

The Council then considered and unanimously **agreed** to adopt the Data Protection, Data Breach and Records Retention Policies and Data Map which had been circulated to all Councillors prior to the meeting.

The Councillors then duly completed and signed the Security Compliance Checklist.

### 13. New Model Standing Orders:

The Standing Orders were circulated to all Councillors prior to the meeting. The Chair identified a few errors with page referencing and commented that all references to Chairman need amending to Chair. These amendments will be made (*action SB and JM*) and the Standing Orders approved at the next meeting.

### 14. Proposals for Community Bus Service:

The Chair informed the Council that she had attended a meeting organised by Wilbarston Parish Council at which the local rural council's met with a representative of NCC to consider the viability of a twice weekly self funded community bus service between Market Harborough and, via Gretton, Corby.

### 15. Planning:

There were no planning applications to discuss.

### 16. Finance:

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

101459	Clerk – May Salary and Expenses	315.76
101460	Steve Morphy – Grass Cutting	330.00
101461	NCALC – Training	49.00
101462	TreeSpace – Orchard Pruning	800.00

Signed.....Chair

Date.....

101463	Jamie Badshaw – Culvert Maintenance	60.00
101464	Sarah Brant – Chair's Expenses	100.00
101465	RGS – Tree Survey (Village Hall)	690.00
Receipts		
VAT Refund		1,720.37

#### SUMMARY OF BALANCES

National Savings	47,749.18
Business Reserve	166.54
Community Account	5,147.06
Less Allocation for Village Hall	41,515.50
Total:	<b><u>11,547.28</u></b>

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

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#### 17. Correspondence:

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

CBC – Rural Area Forum Draft Minutes 15<sup>th</sup> March  
 NCALC – DPO Service Update

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#### 18. Business for next meeting:

Cllr Cole gave his apologies for the next meeting.  
 Standing Orders

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There being no further business the meeting closed at 8.33 pm

Minutes to be ratified at the next Parish Council Meeting on Tuesday 19<sup>th</sup> June 2018

Signed.....Chair

Date.....

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