

KING'S SUTTON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT 7.30 P.M. ON THURSDAY 7TH JANUARY 2016 IN THE ASTROP ROOM, KING'S SUTTON MILLENNIUM MEMORIAL HALL

PRESENT: Cllrs R Irving (in the Chair), M Bailey, D Bridson, R Burne, J Creed,
W Dowling, T Forde, C Hill, W Mullis, R Sykes

ABSENT: Cllr R Burrell

IN ATTENDANCE: Mrs A Le Druillenec (Clerk)

Chairman's Announcement: The Openness of Local Government Bodies Regulations 2014:

163.15/16 TO RECEIVE APOLOGIES AND APPROVE THE REASONS FOR ABSENCE:

Apologies had been received from Cllr Burrell.

RESOLVED: It was proposed by Cllr Sykes and seconded by Cllr Bailey to Approve the Reason for Absence submitted by Cllr Burrell.

164.15/16 TO RECEIVE REQUESTS FOR DISPENSATIONS:

None.

165.15/16 TO INVITE DECLARATIONS OF INTEREST:

Councillor	Item	Reason
R Irving	6.1. Clerk's Report: Barwood Homes FAS	Owner of neighbouring property to Barwood Homes development
W Dowling	6.1. Clerk's Report: Barwood Homes FAS	Owner of neighbouring property to Barwood Homes development
T Forde	18.2. Red Lion Street	Owner of property in The Square

166.15/16 PUBLIC PARTICIPATION: AN OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE COUNCIL ON ITEMS LISTED ON THE AGENDA:

None.

167.15/16 TO CONFIRM THE ACCURACY OF THE MINUTES OF THE PARISH COUNCIL MEETING HELD 3RD DECEMBER 2015:

(previously distributed)

RESOLVED: It was proposed by Cllr Bailey and seconded by Cllr Forde to Approve the Minutes of the Parish Council Meeting held 3rd December 2015.

168.15/16 TO NOTE REPORTS FROM:

A. the Clerk: (previously distributed)

(Cllrs Dowling and Irving each declared an interest in this item.)

Minute No. 150.15/16:

Barwood Homes FAS: Future Maintenance: In response to the Parish Council's letter of 20th November 2015 the Clerk was advised that the 'open space will be managed by a residents owned management company after the site is completed. Until then it will be Barwood.' This does not answer the question of who (NCC, SNC, Thames Water or a private management company) will bear responsibility for the adoption and management of the FAS. Barwood has been asked to confirm.

Minute No. 156.15/16:

B.1. Contract for Parish Council website: Awarded to Bridson Kneale.

Signed: 3rd December 2015.

B.2 Mowing agreement with NCC: Signed: 3rd December 2015.

B.3 i) Timber Bollards: Order to be placed. Price quoted: £758 + vat.

B.3 ii) Installation costs: Estimate accepted: 10th December 2015

B.3 iii) Removal and disposal of existing litter bins: Estimated accepted: 10th December 2015

B.3 iv) Quarterly inspections: Mr Stewart was notified on 10th December 2015 of the Parish Council's intention. Letter of appointment to be drafted.

B.4: Thursday Bus Service: Article 'Thursday Bus Service under Threat' drafted by Cllr Irving 11th December 2015.

B.5 - B.8: Policies amended as agreed and signed by the Chairman.

Minute No. 157.15/16B: Skateboard Ramp: The donor confirmed on 22nd December 2015 to the £250 being passed to the KS Pre-School Play Group.

Minute No. 158.15/16:

A. Gear Change: Actual cost of one gear tray is £70 more than the estimated cost. In addition there are costs totalling £29 for removal of existing blackout paint in each lantern and subsequent blacking out of one side of each lantern. This gives a total actual cost of £1,033 which is £396 more than the estimated cost approved at the Meeting held 3rd December 2015.

B. Additional lighting unit: The actual cost is dependent on the location and its proximity to the electricity supply. The Lighting Contractor has been asked for costs.

Minute No. 160.15/16: ROW:

A.1.1 Dog Waste Bin: The person who requested an additional bin at AS10 has been informed of the Parish Council's decision and has been invited to report when the bin at Sandringham Road is full.

According to the Contractor the bin on Sandringham Road has 100% usage.

A.1.2: Standing Water, Banbury Lane: Northants Highways inspected the location on 11th December 2015. An order to install a new carriageway gully in the low spot adjacent to the gate and to lower the existing gully near the bus shelter has been raised. Work to be carried out within 6 months. The resident who brought this matter to the attention of the Parish Council has been advised.

I.1 VAS Astrop Road: Cllr Sykes and Mr Barber identified 6 locations for the portable VAS:

Astrop Road: 3 positions incl. Eastern entry to the village, junction with Glebe Rise, and near west end of the road approaching junction with Mill Lane

Orchard Way: 1 position to the east of the Knob

Banbury Lane: 1 position near the exit from the village

Mill Lane: 1 position at the junction with Holland Rise. There is no current structure at this location on which to mount the device. A pole on which to mount the device will need to be installed. Cost c. £300. Northants Highways will arrange for supply, installation and reimbursement from S106 funds.

S50 Licence: Mr Barber has advised that the S50 licence acquired for the VAS on Banbury Lane can be amended, at no extra cost, to cover the portable VAS locations.

TWM (supplier) has quoted for the following items:

Mini SDU Speed Display Unit: £2,116 (included data collection facility manual download). TWM has been asked to quote for a unit with integral data collection facility with remote download function. This is likely to be c. £300 more.

Mounting brackets: £16 per additional set (5 additional sets required)

Spare battery: £70

Battery Charger: £60

Installation and commissioning: £250 or supply only basis: £50

Based on the above the total cost will be in the region of £3,000 - £3,200 and will be funded from the Banner Homes s106 developer contribution for Road Safety of which the sum of £11,861.46 remains available.

I.2 Community Speedwatch: Request by Cllr Bailey for volunteers posted on website 14th December 2015.

J: Potholes AS26 Spinney Bank: Street Doctor URN: 760425. Route inspected by ROW Officer, Northants Highways on 18th December 2015 but no action was found to be required. The path will be monitored periodically for signs of deterioration.

Other:

1. Lychgate: The gate closing has been rectified.
2. Damaged inner bin liner, new litter bin: Shape has been restored.

Additional:

1. Astrop Grange: A note addressed to 'the Councillors helping to destroy Historic Astrop Grange' from resident dated 4th January 2016 was circulated at the Meeting and **Noted without Comment.**

6.2 the Chairman: No Report. The Chairman had sent his Apologies.

6.3 County Councillor: No Report. Cllr Sawbridge had sent his Apologies.

6.4 District Councillor: No Report. Cllr Morris had sent his Apologies.

169.15/16 TO CONSIDER THE CO-OPTION OF 4 COUNCILLORS TO FILL THE CASUAL VACANCIES CREATED AS A RESULT OF THE UNCONTESTED LOCAL ELECTION OF 7TH MAY 2015:

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Burne to defer consideration of this item.

170.15/16 FINANCE SCHEDULE: (previously distributed)

HSBC Bank Accounts	Bank Statement @ 30.11.15	Cash Book Balance @ 31.12.15
Business Money Manager	£54,995.08	£50,598.59
Community	£1.00	£1.00
Money Market	£142,959.47	£142,959.47

A. To Ratify and Approve the Payments:

To Ratify				
Cheque	Payee	Description	Amt (incl VAT)	VAT
104392	Banbury Litho Ltd	Inv. 14306	£720.00	
DD	BT plc	Bill No. Q037 77	£205.48	£34.24
To Approve				
Cheque	Payee	Description	Amt (incl VAT)	VAT
104393	Cheney Coaches Ltd	Inv.21858 Thurs Bus December 2015	£475.00	
104394	A H Contracts	Inv. 8411 dog waste& litter services	£291.60	£48.60
104395	Aylesbury Mains Ltd	Inv. 15995 & 15999 Repairs	£141.48	£23.58
104396	D Essex	Inv. 2308 Repairsbench Blenheim Rise	£40.00	
104397	A Le Druillenec	Salary Month 10	£1,095.97	
104398	HMRC	Tax & NI Month 10	£214.01	
104399	A Le Druillenec	1&1 Inv. 203007025808; office supplies	£11.94	£1.66
Total			£2,270.00	£72.18

RESOLVED: It was proposed by Cllr Sykes and seconded by Cllr Forde to Ratify and Approve the Payments.

A.1. Additional Payments:

Payee	Description	Amt (incl. VAT)	VAT	Cheque
E.ON	Inv. H1263E5497 Electricity Oct-Dec15	£1,273.23	£212.54	104401
Bloxham PC	Training 26Sep15	£54.00		104367 ¹

¹ The sum of £50 had been Approved on 3rd October 2015. Minute No. 117.15/16

RESOLVED: It was proposed by Cllr Sykes and seconded by Cllr Forde to Approve the Additional Payments.

B. To Approve a Section137 grant in the sum of £250 to the King's Sutton Pre-School Play Group: (Minute No. 157.15/16B. refers)

RESOLVED: It was proposed by Cllr Hill and seconded by Cllr Burne to Approve a Section 137 Payment in the sum of £250 to the King's Sutton Pre-School Play Group. (*Cheque No. 104400 was raised*)

C. To Note Receipts:

Receipts	Type	Payer	Description	Amt
18.12.15	Cash	M Mitchell	Thursday Bus 26.11.15 - 17.12.15	£92.00
31.12.15	Cheque	J & M Humphris	Burial Fees Plot 221; ERB 330	£223.00
31.12.15	Direct	HSBC	Bank Interest	£7.44
Total				£322.44

The Receipts were **Noted**.

171.15/16 TRAINING:

A. To consider requests: None.

SNVCS Forum: Presentation on CIL by Mr Michael Warren, Principal Planning Policy Officer, SNC to be held 14th January 2016. Cllr Forde expressed an interest in attending the event.

172.15/16 FLOOD ALLEVIATION GROUP:

A. Wales Street FAS: Update:

(SNC report dated 4th January 2016 previously distributed)

The Environment Agency had yet to formally confirm with SNC the additional funding of £400K, and this was delaying the contractual process. SNC was carrying out preliminary activities such as the preparation of landowner agreements, discussions with Thames Water and Network Rail, and temporary diversion of Public Rights of Way.

Cllr Forde would contact Cllr Morris re. the programme and the written confirmation of funds from the Environment Agency.

B. Barwood Homes' FAS: Update:

i) 2012 Tripartite Agreement: SNC had been tasked to terminate the legal agreement.

ii) Future adoption and maintenance of the FAS: (Clerk's Report refers)

Agreed: To advise Barwood Homes that the Parish Council was considering taking the advice of its Solicitor.

Action: the Clerk

C. Site Activity: Cllr Dowling drew the Meeting's attention to recent on-site activity involving the ditch and stream, and that water had risen to the level of the garage at one of the properties in Hampton Drive.

Agreed: That Cllrs Forde and Irving follow this up with the Site Manager and possibly draw it to the attention of the Monitoring Officer at SNC.

173.15/16 PLANNING:**A. Chairman's Report: No Report.****B. To consider recommendations arising from the meeting of the Planning Committee held at 7.00 p.m. on 7th January 2016:**

B.1 Application No. S/2015/2985/FUL

Proposal: Single storey side extension

Location: 20 Hampton Drive, King's Sutton

Recommendation B.1: To offer NO OBJECTION provided the full width of access to the existing garage is retained.

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Sykes to Adopt Recommendation B.1.

B.2 Application No. S/2015/3028/RES

Proposal: Variation of condition 9 (General Permitted Development)

S/2015/0133/RES (Reserved Matters App. Pursuant to S/2013/0981/OUT (proposed dwelling) Approval sought for access, appearance, landscaping, layout and scale) to increase footprint of building, addition of French doors & Juliette rail at rear first floor level.

Location: 9 The Willows, King's Sutton

Recommendation B.2: To offer NO OBJECTION and to:

i) Note the previous comments made in the Outline Application Approval regarding Permitted Development Rights

ii) Ask for a check to be made that the roofline was being maintained and not lifted.

C. Consultations: (previously distributed)**C.1 SNC Draft Statement of Community Involvement:**

Paragraph 5.7: Planning Application stage: The importance of Parish Councils was recognised.

Agreed: That this was to be applauded.

C.2 DCLG: Proposed changes to National Planning Policy:

The document concentrated on affordable housing and special measures to ease the delivery of housing. There was concern that affordable housing trends might be eroded.

Agreed: To **Authorise** Cllr Forde to contact Mr Danny Moody, Executive Officer, Northants CALC to ask whether NCALC would be responding on behalf of its Member Parish Councils.

C.3 NCC: Minerals and Waste draft Local Plan:

There was no provision for minerals and waste development in King's Sutton parish.

C.4 NCC: Draft Northamptonshire Parking Standards Consultation:

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Sykes to **Note** the Consultation documents and observations made by the Parish Council.

174.15/16 BUDGET 2016/2017 AND PRECEPT 2016/2017:

It was **Agreed** to take together the following two items:

i) Agenda Item 12: **TO SET THE BUDGET FOR 2016/2017:**

A. To consider recommendations arising from the meeting of the Finance Governance & Policy Committee held 17th December 2015:

(Draft Minutes previously distributed)

Recommendation A.1: To set a Payments Budget for 2016/2017 of £71,307:

Recommendation A.2: To set a Receipts Budget for 2016/2017 of £68,940:

and

ii) Agenda Item 13: **TO SET THE PRECEPT FOR 2016/2017:**

A. To consider the recommendation arising from the meeting of the Finance Governance & Policy Committee held 17th December 2015:

Recommendation A.1: To set a Precept for 2016/2017 of £57,400:

175.15/16 TO SET THE BUDGET AND PRECEPT FOR 2016/2017:

(Minutes of FG&P Committee Meeting held 17th December 2015 previously distributed)

The Finance Governance & Policy Committee had Appointed Cllr Sykes to advocate the Committee's Budget and Precept recommendations to the Parish Council Meeting.

Cllr Sykes made the following observations:

i) Payments Budget 2016-2017: £71,307 - described as a more 'normal' schedule of Payments than the estimated year end payments for 2015-2016.

Category 1: The Rec: The proposed 2016-2017 Budget was greater than the 2015-2016 Budget.

Categories 2-4: Services, Grasscutting and Cemetery: These were more or less the same as for 2015-2016. Cemetery maintenance (Category 4.3) had been included at 6.2 of Category 6: Maintenance for 2016/2017.

Category 5: Tree Management: Sizeable costs would be incurred by the end of the current financial year. From then on the rolling programme would continue with no anticipated large costs expected. The Council held designated Reserves for Tree Works.

Categories 6 and 7: Maintenance and Thursday Bus: The 2016-2017 Budget was equivalent to the 2015-2016 Budget.

Category 8: Footway Lighting: Power costs (Category 8.1) had increased significantly from May 2015 and the increase is accommodated in the 2016-17 Budget proposal. Painting of the Heritage columns (Category 8.3) will be less than for 2015-2016. There is no budget for the 6 yearly Electrical Testing in 2016-2017 as this work will have been completed in the current financial year.

Category 11: Parish Office: Room Hire (Category 11.5) includes the £2,000 Budget 2016-2017 provision for room hire by the KS Youth Club.

Category 12: Capital Expenditure: Lighting Replacements (Category 12.2) is to cover an additional lighting unit for The Meadows development and would be set against designated Reserves.

Play Area Renewal Fund (Category 12.4): The FG&P Committee was recommending a zero Budget in 2016-2017. This category would be replenished by s106 developer funds from Barwood Homes (Off-site play provision). The fund would be safeguarded.

There was no 2016-2017 Budget provision for Traffic Calming (Category 12.10). Any costs would come from the s106 developer funds for Road Safety which are administered on behalf of the Parish Council by the County Council.

ii) Receipts Budget 2016-2017: £68,940

Categories 1-10 (representing all Receipts excepting the Precept) amounted to £11,540 of which £3,500 would be set against Reserves for Tree Management and Lighting Replacements.

Category 1: Thursday Bus: Budgeted for with an uncertain future - 'use or lose' - with the target average weekly passenger number of 20 @ £2 return fare.

Category 6: Advertising Revenue from KS Times: The 2016-2017 Budget was less than for 2015-2016 but in line with actual current receipts.

Category 11: Precept: £57,400 is more than for 2015-2016 (£55,527). The larger tax base for 2016-2017 would help in keeping the % increase in Council Tax per Band D property to 2.33% for 2016 -2017, the equivalent of a £1.61 increase in Council Tax for a Band D property for the year.

iii) Reserves:

The difference of £2,367 between the proposed Payments and proposed Receipts Budgets (£71,307 and £68,940 respectively) would be covered by General Reserves.

The FG&P Committee decided against drawing more heavily on its Reserves as this would only lead to larger increases in the future.

Currently General Reserves were just above £70K which equated to one year's Payments, a level that the FG&P Committee considered to be the correct level.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Hill to Accept the Recommendation of the Finance Governance & Policy Committee and set a Payments Budget for 2016/2017 of £71,307.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Burne to Accept the Recommendation of the Finance Governance & Policy Committee and set a Receipts Budget for 2016/2017 of £68,940.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Hill to Accept the Recommendation of the Finance Governance & Policy Committee and set a Precept for 2016/2017 of £57,400.

176.15/16 FOOTWAY LIGHTING AT HALESTRAP WAY AND LEADHOLM CLOSE:**A. Gear Change Trial: To note the revised cost in the sum of £1,033 + vat to replace the gear trays in 4 lamps:**

As recorded under Minute No. 168.15/16 (Clerk's Report) the actual cost of the replacement gear tray was £70 greater than the estimated cost. Additional costs were associated with blacking out of lantern sides. The actual total cost would be £396 more than the cost approved by the Parish Council at its Meeting on 3rd December 2015. (Minute No. 158.15/16 refers)

The information was **Noted**.

B. To Approve the revised cost and proceed with the replacement gear trays:

RESOLVED: It was proposed by Cllr Dowling and seconded by Cllr Bailey to Approve the revised cost in the sum of £1,033 + vat and to proceed with the replacement gear trays.

Action: the Clerk

177.15/16 THE REC:**A. To consider a recommendation to provide a Notice relating to use of the metal play equipment:**

RESOLVED: It was proposed by Cllr Hill and seconded by Cllr Sykes to Approve the purchase of a Notice bearing the wording 'All metal equipment is unsuitable for children over the age of 7 years' and to affix the Notice to the railings of the Toddler Play Area.

Action: Cllrs for The Rec

B. To consider where to site the goal mouth:

The goal mouth was held in store by Trevor Stewart Play Equipment pending a decision on where to site it.

It was proposed by Cllr Hill and seconded by Cllr Dowling to recommend siting the goal mouth:

- i) So that play was directed away from the road and towards the fence
- ii) Close to the side of the climbing frame along from where the skateboard ramp had been situated
- iii) As far as needed in front of the tree line to protect any tree roots.

The proposal was **WITHDRAWN** pending further consideration of whether a hardstanding surface area was required for the installation.

Action: Cllr Hill

178.15/16 PORTABLE VEHICLE ACTIVATED SIGN:

A. To Ratify the decision to proceed with the VAS on Astrop Road and elsewhere:

RESOLVED: It was proposed by Cllr Sykes and seconded by Cllr Forde to Ratify the decision to proceed with the VAS on Astrop Road and elsewhere.

B. To Approve the total cost in the sum of £3,000 - £3,200 for the supply of one Mini SDU Speed display Unit and associated items:

Cllr Sykes drew attention to the information contained within the Clerk's Report (Minute No. 168.15/16 refers) and went on to report on his site meeting with Mr Steve Barber, Officer for Road Safety and Travel Choices, Collision Analysis and Investigation/VAS Projects, Northants Highways.

Six possible locations had been identified:-

3 positions on Astrop Road (at the eastern entry to the village, the junction with Glebe Rise, and near the west end of the road approaching the junction with Mill Lane)

1 position each on Orchard Way (to the east of The Knob), Banbury Lane (near to the exit from the village) and Mill Lane where Northants Highways would erect a mounting pole for the VAS at the junction with Holland Rise. At the other locations it was hoped to use existing structures, although Banbury Lane had not been explored fully in this regard.

The diameters of each of the structures was required by the supplier.

Action: Cllr Sykes

Cllr Sykes recommended the purchase of a Smart Scan (Best Signal) Sim card for the existing VAS device on Banbury Lane and for the portable VAS device at a cost of £79.00 per sign per annum.

RESOLVED: It was proposed by Cllr Sykes and seconded by Cllr Forde to Approve the total cost of £3,000 - £3,200 for the supply and commissioning of one Mini SDU Speed Display Unit and associated items, including the 2 No. Smart Scan (Best Signal) Sim cards.

Action: the Clerk

179.15/16 COUNCILLOR AND WARDEN REPORTS: TO RECEIVE REPORTS AND PUT QUESTIONS TO:

A. Rights of Way: Mr Dave Hall had reported:

i) That fields were very muddy, particularly those north of the village either side of the railway line

ii) AS38: Electric wire across the ROW had been brought to the attention of Cherwell Valley Silos for upgrading to safe standard.

B. Trees: No Report.

C. War Memorial: No Report.

D. Amenities: No Report.

E. Communications: 'Thursday Bus Service Under Threat': To be published on the website.

Action: Cllr Bridson

F. Cemetery: Cllr Creed reported on the gate at the lychgate.

G. Lighting: Faults:

i) Lamp No. 3 Arundel Close was working intermittently and was adversely affected when it rained.

ii) Lamp No. 2 Orchard Way had not yet been fixed.

iii) Lamp No. 2 Upper Astrop Road seemed to have an intermittent fault.

Action: the Clerk

H. The Rec: Cllr Hill reported:

i) The Combine Harvester was collecting water on top.

Trevor Stewart had agreed to remedy the situation and bore drainage holes.

Noted.

I. Traffic Calming and Highways: No further Report.

J. Street Areas:

The verge at Banbury Lane was in a mess and had ruts.

180.15/16 CORRESPONDENCE:

A. Space, Sport and Recreation Review for West Northamptonshire:

(previously distributed)

Agreed:

i) To add in The Square, The Rec and Astrop Gardens.

ii) To include the Baptist Church Hall and activities and Oman Room and activities.

Action: the Clerk

B. Traffic Concerns in Red Lion Street:

(Correspondence dated 10th December 2015 from resident previously distributed)

(Cllr Forde had declared an interest.)

The letter mentioned two traffic concerns:

1. Large delivery vehicles heading towards the Little Rushes development site at Hampton Lane attempt to drive down Red Lion Street:

The Council was not in favour of placing additional 'unsuitable for heavy vehicles' signs in positions by both entrances to The Square as requested by the correspondent.

Agreed: To reply that:

i) The Parish Council understood the problem

ii) Two signs were already in place.

iii) The Council considered that the current signage was displayed prominently in positions sufficiently ahead of the Square and that drivers were ignoring the warnings.

Action: the Clerk

Agreed:

- i) To send a copy of the letter to Barwood Homes
- ii) Draw the developer's attention to the behaviour of its suppliers
- iii) To reinforce the message that vehicles must be re-routed via Banbury Lane.

Action: the Clerk

2. Parking around The Square and the top of Red Lion Street: There was a lack of access for emergency vehicles when events are taking place at the pub and at the parish church.

The Council considered that there was little that could be done to alleviate the situation at The Square.

Agreed: To write to the publican to ask that patrons are encouraged to park in the pub car park.

Action: the Clerk

B. Dog Fouling Concerns in the vicinity of The Old Bakehouse, Wales

Street: (Email from Resident dated 28th December 2015, Information on Keep Britain Tidy Campaign 'We're Watching You' previously distributed)

i) Dog Fouling: Cllr Dowling reported that he walked from Banbury Lane along to Wales Street on a daily basis, checking the footpaths as he went. His observations and those of other residents in the vicinity of the Old Bakehouse led to the conclusion that the situation appeared to have been overstated.

Agreed: To continue to monitor the situation and review it in 6 months' time.

ii) We're Watching You Campaign:

The Council **Noted** the material but was **Not in Favour** of participating.

No further Action.

C. Street Trader: Request to station Fish and Chip Van for 4 hours each week at a location in King's Sutton:

(Verbal request. The trader had been asked to provide a copy of his street trading licence but had not done so.)

Agreed: To do nothing.

181.15/16 TO SET THE DATE OF THE ANNUAL PARISH MEETING 2016:**Agreed:**

- i) To hold the Annual Parish Meeting on either Wednesday 13th or Wednesday 20th April 2016
- ii) Time: 7.30 p.m.
- iii) Venue: The small hall in preference to the large hall of the KSMMH.

Action: the Clerk

182.15/16 TO RECEIVE ITEMS FOR THE NEXT FINANCE GOVERNANCE & POLICY COMMITTEE MEETING (19TH JANUARY 2016):

None.

**183.15/16 TO RECEIVE ITEMS FOR THE NEXT PARISH COUNCIL MEETING
(THURSDAY 4TH FEBRUARY 2016):**

None.

The Meeting ended at 8.47 p.m.