

## Minutes of the meeting held 16 September 2021 at the Scout Hut, South Littleton

Present: Councillors: Victoria Sevier, Louise Bucknall (Chairman), Debbie Jones & Roger Jones.

In Attendance: Sean Arble (Clerk) and five members of the public.

163 Apologies received from Cllrs Roslind Compton & James Ashley.

164 No dispensations requested.

165 The **Council resolved** to approve the **MINUTES** of the extraordinary meeting held 26 August 2021 at the Scout Hut, South Littleton.

### FINANCE

157 The Payment Schedule was approved.

Payment References; those in red previously paid

Ref	Chq	Payee	Details	Net	VAT	Total	Approval Date 16.09.21 unless otherwise noted
50		S Arble	Aug wage	£675.50	£0.00	£675.50	
51		S Arble	Aug expenses	£148.89	£0.00	£148.89	£824.33
52	DD	British Gas	Electricity Aug? No invoice	£3.30	£0.00	£3.30	DD
53		M Parkinson	July Grass cut x2	£704.00	£140.80	£844.80	
54		M Parkinson	Aug Grass cut x2	£704.00	£140.80	£844.80	
55		L Bucknall	Chair Allowance	£13.25	£0.00	£13.25	
		<b>TOTAL</b>		<b>£2,248.94</b>	<b>£281.60</b>	<b>£2,530.54</b>	

166 The August 2021 Reconciliation was noted.

Date  to Date

add	Current Account balance		38127.42
add	Deposit Account balance		8609.13
less	Payments uncleared This Period:		
#43			675.50
#44			70.00
#46			180.00
#48			108.27
#49			77.19
	Payments uncleared previous Periods		
#13			675.50
#14			83.99
#20			675.50
#21			97.63
#36			675.50
#37			74.86
equ	Balance C/F		<b>43342.61</b>

LB  
21/10/21

Opening Balance Deposit Account	8609.06
Add receipts for period	0.07
Less payments for period	0.00
Opening Balance Current Account	41925.41
Less Period payments:	4988.95
Add receipts for period	80.00
Cleared payments previous periods	0.00
Uncleared Payments previous Periods	2282.98
Closing Balance	43342.61

- 167 The August 2021 Income & Expense Report was noted.
- 168 The WDC Cllr Lasota was not present; no report. The Clerk reported that Cllr Lasota is in hospital.
- 169 Cllr Sevier forwarded the Draft Financial Regulations to members of the Clerk's Financial Support Group. A Finance meeting will be held on 28.09.21.
- 170 The WCC Cllr Adams was not present; no report.

#### PROGRESS REPORTS

- 171 On 08.09.21 the Clerk requested a firm quote from T Ward RE proving the Recreation Ground is owned by SLPC, registering the Rec Ground and drawing up new leases. The Clerk requested records from WCC Hive and didn't receive a response. The Clerk emailed WDC planning twice to determine if a planning application for the Rec Ground exists. Mr Herborn didn't know of a living local historian who could help determine the ownership of the Rec Ground. **Action: Clerk to contact T Knight and the M Brighton for information on the Rec Ground.**
- 172 The Clerk requested a quote from Albutt's to build two planters approximately 5 feet by 5 feet to block vehicular access to the area around the bus shelter in the centre of the village. **ACTION: Clerk to email Albutt's the following morning**
- 173 The Bowls Club lease was inspected regarding the parking area for the club. The responsibility for the parking area is unclear. Under Tenant's Covenant's 3.4.1, the tenant is to keep the property in good repair. According to Lease Particulars, the parking area is part of the leased area. **ACTION: The Clerk will attempt to contact a structural/civil engineer to provide a survey quote.**
- 174 A church official stated that it would be very difficult for church volunteers to deliver a hard copy the Link to the parish. It was stated that copies could be left on the church steps. **ACTION: Clerk to make enquiries with M Brighton about publishing the Link.**
- 175 Cllr Compton reported that the nursery she uses will not deliver plants or create an account for SLPC. To fill the various planters a delivery method is essential.
- 176 The new Lengthsman started working shortly after 26.08.21.
- 177 The meeting was adjourned from 7:40 to 8:25 for Public Question Time. Notes are at the end of the minutes.

LB  
21/10/21

**CLERK'S UPDATE**

178 Correspondence for Consideration (not otherwise noted): None

179 Tabled Correspondence (not otherwise noted): None

180 Correspondence Sent (not otherwise noted): None

181 **REPORTED ISSUES** - None

**PLANNING**

182 By delegated authority to the Clerk, the **Council resolved** not to object to 21/01654/HP. Application approved by WDC.

183 By delegated authority to the Clerk, the **Council resolved** not to object to 21/01651/HP. Application approved by WDC.

184 21/01371/FUL approved by WDC. The Council had no objections to this application.

185 21/00942/HP approved by WDC. The Council had no objections to this application.

186 21/01385/HP approved by WDC. The Council had no objections to this application.

187 21/01368/HP approved by WDC. The Council had no objections to this application.

188 21/01728/OL; no response from the Council.

**NEW MOTIONS FOR COUNCIL CONSIDERATION**

189 The **Council resolved** to apply for £19,286.06 of S106 Open Spaces funding for five pieces of play equipment to be located on the Recreation Ground. **ACTION: Clerk to submit proposal to WDC.**

**CLLR REPORTS AND FUTURE AGENDA ITEMS**


190 Cllr R Jones will provide a Christmas Tree proposal for the October agenda.

191 Cllr Sevier reported that all allotment plots are taken. Roy Wilson will collect 2022-23 rents. Trees at the end of the allotments need work. **ACTION: Clerk to send a reminder email to S Hudson.**

192 **ACTION: Clerk to request a Shinehill Lane weed spraying quote from M Parkinson.**

193 The meeting closed at 9:10pm.

194 **DATE AND VENUE OF NEXT SCHEDULED MEETING:** 7:30pm on 16 September at the Scout Hut, South Littleton.

Signed  Date 21/10/2021

## OPEN FORUM NOTE

- A. Several parishioners requested that hard copies of the Littleton Link be made available. A few parishioners volunteered to help distribute the magazine.

Cllr Bucknall explained that there are issues with organizing and delivering the Link. To date, there aren't enough volunteers to do the job. **ACTION: Cllr Bucknall to ask the shop manager if it is possible to place copies of the Link in the shop. ACTION: Clerk to inquire with Mr Herborn if he has a list of the previous Link distributors.**

- B. A parishioner was concerned that issues surrounding the repairs/maintenance of the Recreation Ground and the producing hard copies of the Link are dragging on for several months. The parishioner also made enquiries about the maintenance budget for the Rec Ground, Playground inspection. **ACTION: Clerk to forward documents to the parishioner.**

Cllr Bucknall stated that the Council is have difficulty finding handyperson to carry out minor maintenance work and that Covid has made it difficult to progress with S106 proposals which would resolve many of the maintenance concerns.

- C. The same parishioner for item B also stated that his email to the Clerk isn't on the agenda.

Cllr Bucknall explained that the email was received after the agenda was posted.

- D. A parishioner requested the Council to investigate the possibility of a bus shelter on Shinehill Lane. **ACTION: Cllr Bucknall to make enquiries with WCC Cllr A Adams.**