Butley, Capel St. Andrew & Wantisden Parish Council

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**Minutes of the Butley, Capel St Andrew & Wantisden Parish Council Meeting held on Thursday 13th September 2018 at 7:45pm in Butley Village Hall**

Present: Cllr D. McGinity (Chairman)

 Cllr S. Brown Cllr C. Read

 Cllr A. Burt Cllr D. Adlam

Cllr A. Ross

In attendance: Jo Peters, Parish Clerk. There were no members of the public present.

**1. To receive Apologies for Absence**

 Apologies were accepted from Cllrs Dean and Bertram.

**2. To receive Councillors Declarations' of Interest**

The Chairman and Cllr Read declared a non-pecuniary interest as they are members of Butley Village Hall Management Committee.

 **(a) To Consider any Dispensations**

 None received.

**3. To receive reports from:-**

**County Cllr Andrew Reid** – Apologies had been received from County Cllr Reid. A written report had been submitted and circulated to all Councillors.

**District Cllr Ray Herring** – District Cllr Herring was not present. No written report had been received.

**4.** **To approve the draft minutes of the Parish Council meeting held on Thursday 12th July 2018**

 A copy of the draft minutes of the Parish Council meeting held Thursday 12th July 2018 had been circulated to all Councillors prior to the meeting. These were Proposed for **Approval** by Cllr Read, Seconded by Cllr Ross**. 5 in Favour, 1 Abstention.** The minutes were duly signed by the Chairman as a true record of the meeting.

**5. Matters arising from the Parish Council meeting held on 12th July 2018**

 The Clerk reported she had chased District Cllr Ray Herring in respect of the Enabling Community Budget application submitted for the Play Area.

 The Chairman confirmed Andy would be painted by the end of October 2018.

**6. Parish Clerk’s Report**

 Nothing to report.

**7. Parish Council Matters:-**

 **7.1 – Parish Council Co-option**

 The Chairman confirmed no candidates had shown interest to date.

 **7.2 – Matters relating to Highways**

The Chairman urged the Clerk to continue to chase SC Highways in respect of the outstanding matters. It was agreed a sign would be ordered for the Village Hall/Play Area.

**8. Planning**

 **New Applications**

 None received.

 **Update on existing applications**

 **Planning Ref: DC/18/2396/FUL**

Address: 98 Tangham Cottages, Tangham, Capel St Andrew

Proposal: Change of use of the front paddock to erect two Artic Cabins – one to be used as a therapy room the other as holiday accommodation – and a sauna room. Also to acquire permission to use one Latvian Cabin (erected under permitted development rights) as holiday accommodation.

The Parish Council **Objected** to this application. This application has been **Refused** by SCDC.

**8.1 – SCDC Local Plan First Draft Consultation response**

The Chairman reported the Parish Councils response in respect of this consultation had been sent to SCDC.

**8.2 – 44 The St, Butley**

The Chairman reported it appeared according to the Land Registry that the owner may have taken a slice of Village Hall land and suggested an objection needed to be compiled.

**9. Finance**

**Bank Balances as at 31st July 2018**

Business Current Account - £2896.00, Business Savings Account - £1,889.21

**Income received since the last meeting**

SCC – Locality Grant towards Play Area Refurbishment - £600.00

Butley Village Hall - Towards Play Area Refurbishment - £795.62

**Payments made since the last meeting**

Jo Jones Salary (Inc. Transparency Code) August’18 - £143.74

**10. To approve items for Authorisation for Payment:-**

 Jo Jones (Parish Clerk) Salary & Expenses (inc. Transparency Code) - £143.74

 Cllr D. McGinity – Play Area Expenditure – £1,009.37

 Cllr C. Read – Play Area Expenditure – £1,041.56

 Mrs M. McGinity – Play Area Expenditure - £15.00

 Came & Co (PC Insurance Renewal) - £218.00

**Approva**l for the above payments was proposed by Cllr Adlam, Seconded by Cllr Brown. **All in Favour.**

 **10.1 – Parish Council Insurance Renewal**

The Clerk tabled details of the three quotations received. It was **Unanimously Approved** the Parish Council should renew with Came & Co at the premium of £218.00.

**11. Correspondence**

The Chairman reported on an e-mail received from the AOEP stating that Enabling Development was still on hold to which he provided details.

 The Chairman confirmed he had recently complained to Barclays Bank as they had not carried out the transfer of £2500.00, as requested.

**12. Any other matters arising**

Cllr Read raised concerns regarding the Chillesford end of the flood defences being flattened. The Chairman recommended Cllr Read should contact Cllr Peter McGinity, Chairman, Chillesford Parish Meeting in respect of this matter.

**13. Date of next meeting**

The next meeting of Butley, Capel St Andrew and Wantisden Parish Council will be held on Thursday 8th November 2018.

There being no further discussion the Chairman formally closed the meeting at

8:10pm

 Signed:……………………………., Chairman Dated:……………………...………