

**SCOTTER PARISH COUNCIL**

**Minutes of the Council Meeting held on 19<sup>th</sup> June 2006**

**PRESENT:** Councillor C. Day (Chairman), Councillors M. Brown, M. Armstrong, B. Billam, J. Bullivent, D. Capes, J. Fillingham, S. Rayner and A. Sheardown.

**APOLOGIES:** Councillor J. Allen, District Councillors C. Underwood-Frost and W. Parry, M. Brown (Clerk).

**21 2006/2007 : MINUTES OF THE PREVIOUS MEETINGS**

It was proposed by Councillor Fillingham, seconded by Councillor Brown and all present agreed, that the Minutes of the Annual General Meeting and the Council Meeting held on 15<sup>th</sup> May 2006, as circulated, be approved and signed by the Chairman.

**22 2006/07 : MATTERS ARISING**

**64c 2004/05 TRAFFIC CALMING**

The Community Panel has agreed a date with LCC Highways for the pedestrian/vehicular survey of the A159 to determine whether a pedestrian crossing can be justified. The survey will take place on Monday 26<sup>th</sup> June 2006 and the date was included in the latest edition of the Eau Valley Advertiser.

**75a 2004/05 PUBLIC SPACE MAINTENANCE**

Chartdale Homes has submitted a revised proposal from Wicksteed Leisure for the equipped play area at Elizabeth Close. The Clerk responded, expressing disappointment at the offer (bearing in mind the high annual maintenance costs involved) and asking Chartdale Homes to reconsider its position. A response is awaited. The Clerk took the opportunity to inform Chartdale Homes that it is the Council's policy not to take over any equipped play area until a RoSPA inspection has been made of the completed installation and any issues raised by this inspection satisfactorily dealt with.

Beal Homes's solicitor, Gosschalks, has contacted the Council to request details of the Council's solicitor who will act on behalf of the Council in the drawing up of the agreement reached in relation to the public open space and play area at The Granary. The Clerk will respond accordingly. All legal fees will be to Beal Homes' account. A further letter has been received from Beal Homes, stating that it is in the process of acquiring additional land at the development, (on which there will be a requirement for a public open space) and asking for an early meeting to agree terms for the Council to take over responsibility for this. The Clerk will obtain further details for consideration at a future meeting.

Popcourt Ltd, the company responsible for the development of the public open space at Waggoners Close, has now responded to the Council's letter of 26<sup>th</sup> April 2006 stating that it had previously agreed with WLDC that an equipped playground would not be provided at this development, despite the planning condition initially imposed. It was agreed that the Clerk should write to WLDC to seek clarification on the matter and to push for the contribution to the community required under the consent. In terms of the location of any play equipment, a petition has been signed by the residents of Waggoners Close against its location on their open space. The lead resident spoke to the Clerk to ask for the Council's view and the Clerk was able to explain that the residents were merely supporting the Council's position that the play equipment should be provided but located at an alternative site (the principle of which had already been agreed). The resident used this wording in the covering letter when sending the petition to WLDC.

**751 2005/06 SALTING OF SCHOOL BUS ROUTE, SCOTTER TO KIRTON**

Nothing further has been heard on this matter.

**Initialed ..... Chairman**

**116c 2005/06 PARISH COUNCIL WEBSITE**

There is nothing further to report at this time. It is unlikely that the LCC's website will be available to the Council before the Autumn.

**117b 2005/06 LITTER – HOBBS LANE**

The Clerk wrote to all the proprietors of all shops and fast food outlets in the village to ask for their support in encouraging their customers to place discarded packaging into litter bins. A telephoned response has been received from the proprietor of Caddy's Kabin, who explained the efforts they have exerted to reduce the litter problem. The proprietor was of the opinion that it would take the imposition of one or two fines for littering to persuade the regular offenders to use the provided bins. The Chairman will speak to the Community Beat Officer in this respect.

**117e 2005/06 FOOTPATH – THE GREEN**

LCC Highways has now completed the re-construction of the footpath.

**131a 2005/06 HIGHWAYS ISSUES, SUSWORTH**

The Clerk raised the issue of the potholes on Butterwick Road with LCC Highways again and received a telephone call from Mr Darley, requesting details of the exact location of the potholes. The Clerk asked Councillor Armstrong for her assistance in this matter. Councillor Armstrong reported that some potholes had been attended to on Butterwick Road but with the sort of temporary repair that will not withstand the heavy traffic using the road. The potholes on Susworth Road have not been filled. The Clerk will raise this again with LCC Highways.

**3e 2006/07 WEST LINDSEY TREE WARDEN CONFERENCE, 9<sup>th</sup> MAY 2006**

Councillor Capes reported on the conference, which had been interesting and informative. A key issue to emerge was the reducing number and increasing age of current tree wardens across the area.

**7e 2006/07 TREE WORK, CEMETERY BOUNDARY**

The remedial work has been carried out in relation to the tree.

**9c 2006/07 INVESTMENTS**

The Co-op Bank has confirmed that it has set up a Corporate Guaranteed Investment Account for £25000, with a maturity date of 12<sup>th</sup> August 2006, at a gross interest rate of 3.84%. The money was transferred from the Council's 14 day notice account.

**13b 2006/07 FOOTPATH ON NORTH MOOR ROAD**

The Clerk has written to LCC Highways, copied to the parishioner who had raised the issue, to request the installation of a footpath on the west side of North Moor Road, to enable easy access to the new housing development and the football ground and to encompass the last two houses on North Moor Road. A response is awaited.

**13c 2006/07 SAFE WORKING WHILST VERGE CUTTING**

The Clerk has acknowledged receipt of LCC Highways' letter that enclosed a copy of its Safety Code of Practice in relation to verge mowing by parishes and reminded it that verge mowing undertaken by the Council's employee is governed by the Council's Safe Working Procedure, as approved by LCC Highways. The Clerk also wrote to Serviceteam to ask it to formally confirm that it fully complies with the requirements of LCC Highways' Safety Code of Practice. Serviceteam has responded that it will comply with the requirements of the Code for all work undertaken in Scotter Parish.

**13d 2006/07 TOWN/PARISH ASSEMBLY – LOCAL GOVERNANCE**

Councillors Day and Bullivent attended the Assembly on behalf of the Council. From that meeting, LALC produced a discussion document, prior circulated to Councillors, asking for feedback on 7 key

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points. These were discussed during the meeting and it was agreed that the Chairman will prepare the Council's response.

**13k 2006/07 DISPLAYING POSTAL NUMBERS**

The Clerk wrote to WLDC's Property Services to ask that it inform occupiers of new properties within the parish that they should clearly display their house number in addition to the house name to facilitate the location of their property by emergency and postal services. WLDC has responded to state that it is happy to agree to this request.

**17e 2006/07 KIRTON ROAD BANK**

The Clerk has written to the Village Person to confirm that no alteration will be made to the current Safe Working Procedure in respect of mowing, such that the Husqvarna mower must not be used to mow the bank on Kirton Road.

**20b 2006/07 FLOODING, SCOTTER ROAD/LAUGHTON LANE JUNCTION**

The Clerk has reported the fact that the heavy rains in May had resulted in flooding at the Laughton Lane end of Scotter Road to LCC Highways, querying whether the culvert had become blocked. A response is awaited.

**23 2006/07 : CORRESPONDENCE RECEIVED**

**23a** Scotter United Football Club, asking the Council to make payment of the donation of £1000 included in the 2006/07 Precept to assist with the refurbishment of the changing rooms. It was proposed by Councillor Sheardown, seconded by Councillor Capes and all agreed, that the Clerk should respond asking for a copy of the invoice for the work done to enable the release of the donation of £1000.

**23b** LALC, inviting members of the Council to attend the next Town & Parish Assembly to be held on Wednesday 12<sup>th</sup> July 2006 at the Festival Hall, Market Rasen. The main topic for discussion is planning. No one is available to attend.

**23c** Beal Homes, inviting members of the Council to attend the site of The Granary development and to view the show home one morning prior to the opening of the site to the general public at 11am. Councillors Billam, Capes and Fillingham are available to attend on the mornings of Wednesday 5<sup>th</sup> or 12<sup>th</sup> of July 2006. The Clerk will inform Beal Homes accordingly.

**23d** LCC, introducing its Accessibility Planning process (an outcome of its Accessibility Strategy which formed part of its 2<sup>nd</sup> Local Transport Plan, submitted to government during March 2006) which focuses on promoting social inclusion by tackling accessibility problems experienced by those in disadvantaged groups and areas. LCC has concluded that the most appropriate basis for identifying priorities is to focus on geographical areas, with Scotter falling into the Gainsborough & North West Lincolnshire area (the third highest priority area for attention). LCC has asked that the Clerk represent the Parish at its local accessibility planning group. The Clerk will obtain further details for discussion at a future meeting.

**23e** Lincolnshire Police Authority, introducing a briefing document on the proposals to merge police authorities. A copy of the authority's June 2006 newsletter is also enclosed, to be circulated to Councillors.

**23f** The Lincolnshire Branch of the CPRE, inviting interested Councillors to attend its AGM, to be held at The Coach House, Grimsthorpe Castle, on Wednesday 5<sup>th</sup> July 2006.

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**23g** LCC, introducing its Free Trees for Parishes Scheme, 2006. The closing date for applications is 30<sup>th</sup> September 2006. As usual, parishes can obtain 5 large trees or 250 hedge plants or 25 medium trees (or a pro-rata mix of the above). The Clerk will let Councillor Capes have the papers in readiness for a discussion at a future meeting.

**23h** Charter 88 (Campaign for a modern and fair democracy) introducing its focus on the empowerment of citizens and communities and advising of its support for the Sustainable Communities Bill. It encloses its latest newsletter, which highlights the ongoing decline in communities. To be circulated to Councillors.

**23i** Matta Products (UK) introducing its new Complete Cover scheme. For £200 per annum, the Council's Matta safety surface would be covered against the costs of replacement tiles (and labour to install them) in the event of vandalism or accidental damage. As the play surface is currently covered by the Council's insurance policy, it was agreed that this is of no interest.

**23i(1)** WLDC, inviting interested members of the Council to attend one of two awareness sessions on the Code of Conduct during July 2006. Further sessions are planned for later in the year.

**23i(2)** West Lindsey Citizens Advice Bureau inviting members of the Council to attend its AGM at the John Coupland Hospital, Gainsborough, at 2pm on Thursday 27<sup>th</sup> July 2006.

**23i(3)** WLDC, inviting the Council to take part in a recycling and cleansing consultation. To be circulated to Councillors.

**23i(4)** Lincolnshire County Council inviting members of the Council to attend a presentation on the future of Primary School Provision and to enter into an open dialogue to assist in the formation of a strategy for such provision. The meetings take place during July at various locations, the nearest to Scotter being one at Lincoln City Community College on 18<sup>th</sup> July 2006, commencing at 7pm. To be circulated to Councillors.

**23j** A copy of a letter sent by a parishioner to the Planning Inspectorate in support of WLDC's original decision to refuse planning permission in relation to Plot 5, Site A, The Rookery (the decision to refuse having been taken to appeal by the applicant).

**23k** Childline, thanking the Council for its donation of £50.

**23l** WLDC, providing an update of progress towards the conclusion of the Draft Statement of Community Involvement. Since receipt of representations on the draft (including those received from the Council), a number of changes have been made to the document and WLDC has enclosed a copy extract of the statement that shows its response to the representations. To be circulated to Councillors.

**23m** LCC, informing the Council that it approved and adopted the Lincolnshire Waste Local Plan on 19<sup>th</sup> May 2006. An executive summary of the document is attached. To be circulated to Councillors.

**23n** LCC, enclosing a copy of its Travel & Transport Briefing, May 2006, and the Lincolnshire Road Safety Partnership's Strategic Road Safety Plan, March 2006. To be circulated to Councillors.

**23o** The Community Council of Lincolnshire, enclosing its Rural Links magazine, Summer 2006. To be circulated to Councillors.

**23p** CPRE, enclosing its Fieldwork magazine, June 2006. To be circulated to Councillors.

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**23q** WLDC, informing the Council of the appointees to the District Council Standards Committee. To be circulated to Councillors.

**23r** The West Lindsey Local Strategic Partnership, enclosing posters for the Area Forums to be held during October 2006 and March 2007. To be placed on the notice boards at the appropriate times.

**23s** WLDC, giving notice of meetings during the months of June, July and August 2006, agendas for the AGM (held 22<sup>nd</sup> May 2006) and the Council meeting of 19<sup>th</sup> June 2006 and minutes of committee meetings published since the Council meeting of 22<sup>nd</sup> May 2006.

**23t** The Royal Mail, informing the Council of a change to postal charging commencing on 21st August 2006. The new system will use both size and weight to calculate the cost of postage. The Council should pay the same or less for small items of post and more for larger items.

#### **24 2006/07 : PLANNING APPLICATIONS**

The Council was invited to endorse the following observations made to West Lindsey District Council by the Planning Committee during the period.

**M06/P/0421 PLOTS 8 & 9 ASTLEY CRESCENT, SOULBY WOOD PARK, SCOTTER** - a planning application to erect 2 No. detached dwellings and garages (re-submission of M06/P/0155). **NO OBJECTION.** (Comments made).

**M06/P/0435 LAND TO REAR OF 82 HIGH STREET, SCOTTER** – an outline planning application to erect one dwelling with access off Cecil Close. **NO OBJECTION**

**M06/P/0436 LAND TO REAR OF 64 HIGH STREET, SCOTTER** – an outline application to erect one dwelling (access to be considered). **OBJECTION.**

**M06/P/0446 BRAEMOUNT, 10B MESSINGHAM ROAD, SCOTTER** – a planning application for alterations and the erection of extensions. **NO OBJECTION**

**M06/P/0448 9 HIGH STREET, SCOTTER** – a planning application to demolish outbuildings and erect single and 2-storey extensions to provide larger en-suite bathrooms, larger kitchen, sun room and additional living rooms plus new double garage with workshop to the rear. **NO OBJECTION**

**M06/P/0485 97 GAINSBOROUGH ROAD, SCOTTER** – a planning application to erect an extension and make alterations to provide additional accommodation. **NO OBJECTION**

Councillor Sheardown, seconded by Councillor Bullivent, proposed that the Council endorse the actions taken by the Planning Committee. All Councillors present were in agreement. The Council was also invited to note the following results received from the planning authority:-

**M06/P/0176 ADJ. TO TRENT VIEW, SUSWORTH** - a reserved matters planning application to erect a new dwelling (outline application no. M03/P/1410 granted on 24/03/04). **GRANTED**

**M06/P/0255 85 HIGH STREET, SCOTTER** – a planning application to refurbish existing shop and provide disabled access and incorporate 2 No. two bed flats within the existing building (resubmission of previously refused application M05/P/1396).

**GRANTED**

**M06/P/0258 52 HIGH STREET, SCOTTER** - a planning application to change the use of part of a mixed residential and retail property to a single dwelling.

**GRANTED**

**M06/P/0283 WAR MEMORIAL PLAYING FIELDS, SCOTTON ROAD, SCOTTER** – a planning application for Site Boundary 1 (creation of new tarmac tennis courts with 2.75m high boundary fencing, 6 x 10m high columns and 1 x 2.75m high wall) and Site Boundary 2 (erection of up to 8 x 8m lighting columns).

**GRANTED**

**25 2006/07 : ACCOUNTS FOR PAYMENT**

The Council examined the cashbook as at end of May 2006 and its reconciliation to the bank statements. It also examined the accounts to be paid for supplies and services received since the last meeting. Councillor Brown, seconded by Councillor Fillingham, proposed that the cashbook as at the end of May 2006 should be signed by the Chairman and the Clerk as a true record and that the following cheques should be approved in settlement of the accounts to be paid. All present were in agreement.

<b>CHEQUE NO.</b>	<b>TO WHOM PAID</b>	<b>PARTICULARS OF PAYMENT</b>	<b>NET VALUE</b>	<b>VAT</b>	<b>TOTAL PAYMENTS</b>
401616	Inland Revenue	PAYE & NI, Month 2	430.33	-	430.33
401617	Mrs M. Brown	Wages	476.44	-	
		Telephone	2.50	-	
		Mileage	12.40	-	
		Postage	21.56	-	512.90
401618	Mr. J. Lyon	Wages	649.65	-	
		Mileage	14.40	-	664.05
401619	Thompson Waste Mgt	Skip service - Becks Lane (21/04)	150.00	26.25	
		Skip service - Susworth (05/05)	155.00	27.13	
		Skip service - Southcliff Rd (11/05)	160.00	28.00	546.38
401620	Spencer's Garage	Fuel	149.99	26.24	176.23
401621	Cleanaway Ltd	Grasscutting (Serviceteam-20hrs)	300.00	52.50	
		Bank strimming (Serviceteam)	57.00	9.97	419.47
401622	Pestx Ltd	Pest Control - 3 mnths from 01/02	85.00	14.88	99.88
401623	Gainsborough IDB	Drainage demand No. 76	2.16	-	
		Drainage demand No. 77	1.35	-	3.51
401624	Green Stripe Garden Mchy	Repairs to mower (brake cable)	34.83	6.10	40.93
401625	Playing Fields	Donation	1028.13	-	1028.13
		<b>TOTAL PROPOSED PAYMENTS</b>	<b>3,730.74</b>	<b>191.07</b>	<b>3,921.81</b>

**26 2006/07 : INCOME RECEIVED**

<b>DATE</b>	<b>PAYER</b>	<b>DETAILS</b>	<b>RECEIPTS</b>
02.05.06	Mr S.M. Hinch	Rental of cemetery allotment no. 17 (18 months)	2.00
05.05.06	Co-op Bank	Interest - Current account	9.85
09.05.06	YEDL	Wayleave rental	67.30

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09.05.06	R. Wallace & Son	Memorial to E.B. Edgar (BF53)	30.00
22.05.06	HM Revenue & Customs	VAT repayment	146.40
		<b>TOTAL RECEIPTS</b>	<b><u>255.55</u></b>

### **27 2006/07 CEMETERY & ALLOTMENTS WORKING GROUP**

**27a** The Council considered the Clerk's report that responses confirming the company's acceptance of the Council's revised Cemetery Policy have only been received from one funeral director (Cliff Bradley & Sons) and one memorial mason (Huteson & Sons), both of whom agree to be bound by the requirements of the policy. Six other companies have failed to respond, despite chasing. Following discussion it was proposed by Councillor Billam, seconded by Councillor Fillingham and all agreed, that the six companies should be informed that they will not be permitted to carry out future work at the cemetery until the written confirmation is received. The Clerk will attend to this.

**27b** The Council reviewed the summary of the current position in relation to memorial stability and noted that the receipt of recent information will require the issuing of some further letters to owners regarding their longer term obligations in relation to their memorials. The Clerk will progress this. In consequence of the article in the Eau Valley Advertiser listing deceased persons for whom a memorial owner was not known, Councillor Rayner reported that a relative of two of the deceased persons had telephoned the Clerk, confirming a willingness to arrange for work to be done on the memorials but asking for some clarification as to the nature of the problem. Councillor Rayner met the relative at the cemetery on Monday 19<sup>th</sup> June 2006 and demonstrated the level of instability, having temporarily removed the supports to allow this. It is expected that remedial action will now be taken in relation to these memorials (BA44 & 45). The Council also noted the Clerk's report that official permission was granted for the exhumation of the ashes in grave plot BC34 and that this was carried out on 15<sup>th</sup> June 2006. The memorial has not yet been uplifted.

**27c** The Council considered the evaluation prepared by the Clerk following receipt of tenders for the inspection of new and repaired memorials (expected to be in the region of 10 to 20 in number) planned to be held during late October/early November 2006. Following a consideration of the relative merits of the proposals, Councillor Rayner (seconded by Councillor Sheardown) proposed that the contract should be awarded to Memsafe Ltd at their tendered rates and that the Clerk should request from the company a suitable date during the first two weeks of November 2006 to carry out the work. All were in agreement

**27d** The Council noted with disappointment that only one tender had been received against its enquiry to four local monumental masons for the careful removal of the temporary headstone support and the laying down of the headstone on top of the grave to which it refers (such quotation required in the event that owners cannot be found for unstable memorials or choose not to arrange for remedial work to be done). Whilst commending the very professional solution proposed by the sole tenderer (Huteson & Son), concern was expressed about the potential ongoing cost should the Council be left with no option other than to lay down a number of such memorials. In consequence, it was agreed that the Cemetery & Allotments Working Group will consider the matter further to identify alternative solutions with a potentially lower unit cost.

**27e** The Council noted the Clerk's report concerning her discussion with Barningham Memorials and subsequent discussion (at Barningham's suggestion) with NAMM. NAMM have confirmed that the Council's understanding of the responsibilities of NAMM registered monumental masons is correct and is happy that the Council is asking masons to work to the standards contained within its Code of Working Practice. It also confirmed that it is in order for the Council to test a new memorial at a time of its choosing, as long as a period of at least one month has elapsed since its erection.

**27f** The Chairman reported that two members of the Cemetery & Allotments Working Group conducted a safety inspection of the cemetery on Saturday 17<sup>th</sup> June 2006 and found all to be in order. Following a request from Councillor Capes (resulting from a query raised by a parishioner), they inspected a hedge near to the boundary of the cemetery and the rear of a property on Astley Crescent and were able to confirm that, as the hedge was behind the boundary markers for the cemetery, the hedge is within the parishioner's property.

**27g** The Council noted that Mr Billam is giving up his tenancy of cemetery allotment no. 5 and agreed that the Chairman and Vice-Chairman should sign a rental agreement, on behalf of the Council, in favour of the next parishioner on the waiting list.

**27h** The Council also noted that a problem was experienced with the Husqvarna mower during the period, with a brake cable snapping. Whilst the mower was still operable, the cable resulted in the inoperability of key safety devices, such that the Clerk instructed the Village Person to call out Green Stripe immediately. The cost of the emergency repairs amounted to £34.83 plus VAT.

### **28 2006/07 : PARISH PLAN**

There was nothing to report on the Parish Plan

### **29 2006/07 : PARISH CLERK**

**29a** The Council considered the Clerk's report that the internal auditor (I.M. Pounder FCA, for R N Store & Co) has completed the internal audit for 2005/06 and has submitted an unqualified report. The invoice for this work is expected. As previously, R N Store & Co has submitted a letter to the Council, in duplicate, to set out the basis on which the internal auditing work was carried out and asks that the Council accept the terms of engagement by signing and returning one copy of the letter. Councillor Rayner, seconded by Councillor Fillingham, proposed that the letter be signed and returned by the Clerk. All were in agreement.

**29b** In light of the discussion regarding the engagement of a legal advisor to make the required statutory declaration for land registry purposes held during the May meeting and the recent letter from the solicitor to Beal Homes requesting details of the Council's acting solicitor, the Clerk (in line with the requirements of the Financial Regulations) approached three firms of solicitors to obtain estimates for the expected legal work. The Council considered the evaluation of their responses provided by the Clerk and, having taken into account the merits of the proposals, Councillor Sheardown (seconded by Councillor Capes) proposed that John Hoult & Co. be engaged as the Council's legal representative. All were in favour. The Clerk will inform John Hoult & Co and Gosschalks (Beal Homes' solicitor) accordingly. Considering comments made to the Clerk by the tendering solicitors in relation to the lost deeds, it was also agreed that approaches should be made to the bank who released the deeds, the Clerk they were purportedly released to and to the local police to see whether any further light could be shed upon their disappearance. Councillor Sheardown will attend to this.

**29c** The Council noted that the Clerk had received a complaint from a parishioner about the number of potholes on St Peters Road/Astley Crescent, the inadequacy of LCC's previous remedial action in respect of these (they have been attended to 23 times since 1988) and the appearance of new potholes at the top end of St Peters Grove. The Clerk has reported this to LCC Highways for attention and a response is awaited.

**29d** The Council noted that revised salary scales for Clerks have now been agreed by the National Joint Council for Local Government Services, applicable from 1<sup>st</sup> April 2006. The Clerk is currently on salary scale SPC32 and the revised rate per hour for this scale is £13.221, an increase of 2.95%. (An allowance for a 3% increase was made when the 2006/07 Precept was set.) Following some

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discussion Councillor Capes, seconded by Councillor Brown, proposed that the Clerk's hourly rate should be amended to £13.25 per hour (the national rate, rounded up to the nearest 5p), backdated to 1<sup>st</sup> April 2006. All were in favour.

**29e** The Council noted that the Clerk's workload continues at a very high level and that, despite working hours considerably in excess of those contracted for and on an unpaid basis, some agreed work remains outstanding and other major parcels of work have not yet commenced. In consequence, the Council considered a prioritised list of actions to enable the Clerk to work towards her contracted hours. It was agreed that a small working group (consisting of Councillors Day, Brown and Bullivent) will assume the responsibility for progressing the new Council office, with the Clerk to concentrate any time surplus to that needed for the conduct of the Council's business to the completion of the portfolio required for accreditation.

**29f** Due to the Clerk's holidays, Councillor Fillingham (seconded by Councillor Billam) proposed that the July Council meeting be delayed by one week (to 24<sup>th</sup> July 2006) to allow for the proper preparation of the meeting papers. All were in agreement. During the Clerk's holiday, Councillor Sheardown kindly offered to take responsibility for the cemetery books and the Clerk will inform local funeral directors accordingly.

**30 2006/07 : POINTS FROM MEMBERS/URGENT ITEMS OF INTEREST**

**30a** Councillor Capes reported that an ambulance had been delayed in responding to a medical emergency at Chapel Court because its driver had been unable to see the sign for the development (which is only visible when travelling from Susworth). It was agreed that the Clerk should write to the appropriate authority to ask for more prominent signage to be displayed.

There being no other business, the Chairman closed the meeting at 9.23pm.

Clerk: .....

Chairman: .....

Date: .....

**Initialed ..... Chairman**