

**MINUTES OF THE MEETING OF THE
FULFORD PARISH COUNCIL
HELD ON THURSDAY 14 MARCH 2019 AT 7.15 P.M.
AT MEIR HEATH & ROUGH CLOSE VILLAGE HALL.**

PRESENT: Chairman Cllr Brunt, Cllr Baskin, Cllr Cooke, Cllr Flackett, Cllr Oxby, Cllr Garside, Cllr Mycock, Cllr Sandiford, Cllr Lovatt, Cllr Noblett, Cllr White, Cllr McNaught, Cllr F Colclough.

IN ATTENDANCE: Borough Cllr Dobson, Mrs J Barnard – Fulford Village Hall Treasurer.

APOLOGIES: Cllr Bloor (ill health) Cllr Monks (ill health) Borough Cllr Roycroft (ill health)

PUBLIC PARTICIPATION:

Mrs Barnard from Fulford Village Hall was present at the meeting to ask for a contribution from the Parish Council for the replacement of the Fulford Village Hall roof. The cost of the replacement was approx. Twenty Thousand pounds.

Cllr Oxby declared an interest in the matter as he is part of the Fulford Village Hall committee.

Cllr White asked if the Parish Council was aware who owns Fulford Village Hall. Cllr Oxby stated that it was his understanding that the Parish Council are trustees.

A discussion took place regarding the three quotes for the work which Mrs Barnard presented. Mrs Barnard told the meeting that the Village Hall has sixty thousand pounds in the bank, however if it were to lose any of its major bookings then this would only represent a two-year contingency for running the village hall.

The Village Hall committee had applied to the lottery fund for a grant of ten thousand pounds as well as asking the Parish Council for a grant.

Cllr Cooke reported a flooding issue on Ridge Crescent

Cllr Baskin reported that the posts outside the Post Office had been knocked over again. Cllr Noblett reported the amount of litter on Hilderstone Road.

18/19 DECLARATION OF INTERESTS

Cllr Oxby – Fulford Village Hall Management Committee member.

10/19 MATTERS RAISED BY THE PUBLIC

Cllr Oxby left the room.

The Councillors discussed the three quotes received for the replacement of Fulford Village Hall roof.

Cllr Colclough proposed giving an initial amount of five thousand pounds and should it need to be discussed again at a later date for extra funds then it can be added as an agenda item. Cllr Cooke seconded the proposal. It was a unanimous decision to grant five thousand pounds towards the cost of Fulford Village Hall replacement roof.

The Clerk would report the flooding at Ridge Crescent.

The Councillors asked the Clerk to obtain quotes for more suitable stronger posts for outside the Post Office.

The Clerk would report the litter issue on Hilderstone Road to Street Scene at SBC.

19/19 MINUTES

That the minutes of the Meeting of the Council held on 14 February 2019 having been circulated, be confirmed as a correct record and signed by the Chairman.

Proposed by Cllr Cooke and Seconded by Cllr Baskin

UNANIMOUSLY RESOLVED

20/19 COUNTY & BOROUGH COUNCILLORS' REPORTS

Cllr Dodson informed the meeting that he had called in the planning application for Black Lake Farm, however upon further inspection it would appear that there is no planning reason to object and he was going to withdraw the call in.

The Parish Councillors asked the Clerk to withdraw their comments also.

The PCSO was present at the meeting and asked the Councillors if they had any issues for report.

Borough Cllr Dodson asked if a patrol could take place occasionally outside Fulford school to help combat inconsiderate parking.

Cllr Cooke expressed concern about a lack of response regarding a "Nottingham Knockers" incident he had reported in West View, Rough Close.

Cllr Mycock asked if the PCSO could give some road safety advice to the children walking up Stallington Road.

21/19 FINANCE

Balance of Bank as at :- 31.01.19 was £47921

(a) Accounts for Payment

RESOLVED - Authority was given for cheques to be issued in settlement of the invoices shown in the accounts for payment attached as an Appendix to the signed minutes.

Proposed. Cllr White Seconded Cllr Cooke

The Clerk had circulated a bank reconciliation with the agenda packs. The Clerk presented a full year expenditure for 2018/2019 She did not expect any more bills to be presented before year end. The Internal Auditor was due to inspect the accounts and procedures on 23.04.19

22/19 PLANNING

(a) Applications

Cllr Colcough read out the planning applications which had been considered as follows:-

19/30084/HOU – Gorse Lodge, Fulford.

No Objections

19/30148/HOU – 9 Tudor Court, Meadow Lane, Fulford. Demolition of existing conservatory and proposed single storey extension to the rear.

No Objections

23/19 OTHER MATTERS REQUIRING A DECISION BY THE COUNCIL

(a) Items - the notice of which was given to the Clerk

As instructed, the Clerk included the following matters on the agenda for this meeting and the topics were then discussed by members: -

- Events Committee update.

Cllr Cooke provided the following update.

- *The EC decided their aim was to provide events and activities for the people of the Parish in order to bring together the community and try and do 'our part' to tackle social isolation.*
- *The EC decided to concentrate on 4 core events to see how successful they were in both take up and financial return.*
- *Financial Profit from any events would be put back in to future events and a small budget ring fenced for community groups etc to make small bids for.*
- *The events decided upon by the EC were as follows:*
 - *Easter (In collaboration with Windmill Preservation Society)*
 - *4 x Coach trips (Llandudno Victorian Extravaganza, Southport, Rhyl Airshow and Chatsworth Christmas)*
 - *Monthly Film Club trialled in July / Aug and September*
 - *Chairmans Awards – recognising the achievements of the community*

To get these events off the ground the EC is asking for an initial budget of £3000 to cover all of the expenses of the EC including equipment (With a 5 year tenure). The aim is that the events at least break even, however given it's the first year a small loss would be normal in the first year.

Note: *The budget requested is purely for FPC lead events.*

The Councillors discussed the Events committees request for the Three Thousand Pound budget.

Cllr Garside proposed to allow the events committee a three thousand pound grant with a repayment tenure of 5 years. Cllr McNaught seconded
Unanimously agreed.

Cllr Cooke also provided an update on the Communications working group.

- The CC met to look at how we communicate with the public as a Parish Council.
- The CC acknowledged that our current processes newsletter, social media, website and others need updating and in some cases professionalising.
- **Social Media** – The CC decided that Facebook would be our primary source of social media *supported* by Twitter and Instagram. This is because Facebook spreads across a wider demographic and therefore most appropriate for our audience. However to ensure maximum engagement Twitter and Instagram had their benefits as well.
- **Professional Emails** – It was decided that when the Clerk (As an official officer) communicates on a professional level it would appear more formal to have a ‘corporate email’ i.e. Clerk@Fulfordparishcouncil.gov.uk

This is a free service provided for by the County Council.

- **Branding** of FPC and a logo was discussed to be in keeping with other good examples of Parish Council’s across the UK. Designs were discussed and these will be presented in April’s general meeting.

The branding would feature on letter heads, badges, social media and websites etc.

- **Newsletter** – as previously agreed the publication would change printers and take advantage of the previously discussed benefits. Other Cllrs had stated the newsletter should include many more features on people and their stories.

As part of the CC the editorial content will be discussed and decided each edition. However the plea is the Cllr’s please support this by submitting their info on the deadlines (To be sent out).

- **Website** – it was agreed that Cllr Cooke would create a fresh website with the editorial content of the old site giving a fresh, clean and modern look that allowed for better usability.

The website allows for lots of ‘timed features’ so stop the content expiring i.e. if a news item is added it will instantly disappear at the time set after the event.

- Village Hall ownership and contractual arrangements.

Cllr White asked the Parish Councillors if they knew who owned MH & RC Village Hall

Following on from a discussion it was ascertained that the deeds to the building were in a now defunct Solicitors in Stone.

The Councillors asked the Clerk if she could track down the deeds / contracts for MH RC Village Hall and add to the next agenda.

- Fulford Village Hall Roof

Previously discussed in the public session.

- Review of Financial Regulations and Standing Orders previously circulated.

Cllr White proposed to accept the Financial Standing Orders and this was seconded by Cllr Cooke.

Cllr Oxby asked if the Standing Orders could be updated with the Fulford Specific items in and presented at the next meeting.

Cllr White asked if the risk assessment could also be discussed at that meeting.

- Review the risk assessment

Please see above.

- The green space at Leadendale lane

Cllr Lovatt stated that the green space was a mess from cars parking on it and asked if the Clerk could investigate its ownership with SRH. If possibly it would be nice to put some sleepers and plant them with shrubs to stop the parking.

- Phone Box – at Swynnerton Arms

Cllr Bloor was not present at the meeting but the Clerk would liaise with him to come up with a plan to refurbish the phone box and report back to the next meeting.

- Speed watch

Cllr White asked if the Councillors were happy for her to arrange a presentation to the Parish Council from Michelle Shaker the community speed watch officer.

It was agreed for Cllr White to arrange this.

- Agenda style

Chairman Brunt asked if the agenda style could/should be amended to allow members of the public to speak openly with the Cllrs at the start of the meeting.

Cllr White stated that it would not be appropriate because of standing orders.

It was unanimously decided to stay with the current agenda style.

- Trees Stallington Lane

Cllr Mycock expressed concerns regarding the health of the trees on the bend at Stallington Lane. The roots are very exposed and had concerned they would fall into the highway.

The Clerk would investigate the ownership of the trees and report back.

➤ Brazier

Cllr Cooke reported that it was now apparent that to apply for the planning permission to erect the brazier on Rough Close Common was not feasible. The Clerk had suggested using the wood and asking a local artist to carve a totem pole.

The Councillors asked the Clerk to obtain three quotes for the work.

Cllr Garside stated that we must now be sure to have greater scrutiny for projects before they go ahead.

➤ Cllr White CILCA training

Cllr White asked if the money which had been set aside for former Cllr Jennings CILCA training be transferred to her to enable her to complete CILCA. The amount for former Cllr Jennings was £500, however she only needed £350.

Cllr White left the room.

Cllr Baskin also asked if the SPCA could provide any further training for Cllrs. The Clerk would look into this.

Cllr Cooke stated that if Cllr White was to have the money, we must insist that if she leaves the Council before it is completed then she will have to pay it back.

Cllr Proposed to allow Cllr White the money. Cllr McNaught seconded.

➤ Request from MH & RC Village Hall to use the Parish Council wifi code for events.

The Clerk explained that she had been approached by a member of the committee from MH & RC Village Hall regarding using the Parish Council wifi code to allow people to use the internet to play music through the wireless speakers at events at the Village Hall.

Cllr Cooke stated that he did not agree with this as it would leave the Parish Council information on a network vulnerable.

Cllr McNaught agreed and stated that it would not be safe.

Cllr White also stated that the signal strength would not be good enough.

It was unanimously decided to refuse the request.

24/19 MATTERS FOR REPORT

Cllr Oxby stated that the work on the War Memorial had started.

Cllr Mycock reported that former Cllr Morris was well and recovering from his operation.

25/19 ITEM(S) FOR THE NEXT MEETING

Cllr Cooke – Traffic Wardens and Newquay Town Council

Chairman Brunt addressed the meeting and reminded the Cllrs that they must act appropriately and within the Code of Conduct.

DATE OF NEXT MEETING

- 1. The next meeting of the Parish Council is to be convened on Thursday 11 April 2019 at Rough Close & Meir Heath Village Hall at 7:15pm.**

CHAIRMAN