



## **SHUSTOKE PARISH COUNCIL Minutes of the Parish Council – Monday 12<sup>th</sup> February 2018 Shustoke Village Hall**

1. **Persons present** – B Chandler (Chair), L Knight, S Taylor, R Pugh + Acting Clerk C Fox. 1 member of the public was in attendance.
2. **Declarations of Pecuniary and Non-Pecuniary Interest:-** None.
3. **Public session** – No issues raised.
4. **Minutes of previous ordinary meeting (November) and extra – ordinary meeting (January)** both proposed by LK and seconded by ST.
5. **Matters arising** - None.
6. **Planning** – Nothing relevant
7. **Parish Council Contacts** – BC reported that the NWBC website was showing an email address for the Shustoke Allotments that indicated it was administered by the Council. It also showed a former employee as the contact name. NWBC IT department will endeavour to find out to where any traffic through this email has been going. NWBC has now removed these and all agreed that it is important to have relevant details for the Secretary and the Chairperson of Shustoke Allotment Association in order to have a good working relationship/communication. The Acting Clerk was asked to obtain these details.
8. **Grassed area by bus stop** – Due to vehicles parking on this area the grass had been damaged. Discussion took place on preventative measures, whilst retaining an open appearance but allowing lawn mower access. The Acting Clerk would discuss the issue with the Landlord of the Plough and the Young Farmers Association to see what could be done.

9. **Update Website** – The new website was now available and would be further updated. There were two new email addresses:- [clerk@shustoke-parishcouncil.org.uk](mailto:clerk@shustoke-parishcouncil.org.uk) and [chair@shustoke-parishcouncil.org.uk](mailto:chair@shustoke-parishcouncil.org.uk) Dates for the 2018/19 meetings would be uploaded.
10. **Update on funding bids for play equipment** – Unfortunately, the SPC bid to Sport England had been unsuccessful. Within a large number of bids, Shustoke had lost out to what were considered higher priority projects. SPC could submit further information for appeal, but as this had been a large bid it was considered more appropriate to apply for several, smaller funding pots. The Biffa application could not go forward, as awards were no longer made to Parish Councils. It would therefore be necessary to split the plans into smaller/relevant areas to assist with this process.
11. **2018 Contractors** – The Contractor's price for cutting the Recreation Ground grass would remain at the 2017/18 level. Tenders would be issued for other areas of maintenance during 2018/19.
12. **Acting Clerk** – Interviews for a permanent clerk were to take place w/c 12<sup>th</sup> February, with a planned starting date of March 1<sup>st</sup>. The Acting Clerk had undertaken the role for 13 months without pay, and discussion took place with regard to payment for month 13. (Legislation prevented any payment for a period of 12 months since the post holder had previously been a Councillor.) A vote was taken and it was unanimously agreed that payment should be made to the Acting Clerk for the month of February 2018.

**Meeting closed at 8.10pm**

**Next meeting 14<sup>th</sup> May 2018**

**This will be the Annual Parish Meeting and Annual Meeting of the Council General Meeting followed by an Ordinary Meeting.**

**Approved on 14<sup>th</sup> May Chair (Signed) B Chandler**