

- 19/20/1 **PRESENT** - Cllrs Barnett (in the chair), Pople, Salter and Bell.
- 19/20/2 **ALSO PRESENT**: 4 members of the public
- 19/20/3 **APOLOGIES FOR ABSENCE** - received and accepted from Cllr Robins and DCllr Kingham.
- 19/20/4 **IN ATTENDANCE**: The Clerk to the Council.
- 19/20/5 **DECLARATIONS OF INTEREST AND CONSIDERATION OF ANY DISPENSATIONS REQUIRED** - Cllr Pople declared an interest in the Playing Field as she is the Council's representative on the committee and on planning at 3 Lippetts Way.
- 19/20/6 **MINUTES OF PREVIOUS MEETING** - were confirmed and signed.
- 19/20/7 **MATTERS ARISING FROM PREVIOUS MEETINGS AND NOT LISTED** - none.
- 19/20/8 **COUNTY COUNCILLOR'S REPORT** - CCllr Huxtable not present.
- 19/20/9 **DISTRICT COUNCILLOR'S REPORT** - DCllr Kingham not present.
- 19/20/10 **HIGHWAYS**
- a. Any updates on previous problems
 - i. Kerbing round the war memorial - no update as to when the work will take place. The Clerk has tried unsuccessfully to find a source of grant aid for this type of work.
 - ii. Broken pipe at the bottom of The Standards - thought this work is complete. To be checked.
 - iii. Little Leaze Lane - no update.
 - iv. Lippetts Way - a few patches done but the week's closure hasn't yet happened.
 - v. Pothole in Langlands Lane - done.
 - vi. Any other updates - A39 is due for night time closures for seven days from 18th May.
 - b. Problems arising and any other highway matters - concern was raised regarding children crossing the road by walking between the mini buses parked outside the school. Parents are also parking on the zig-zag yellow lines. It is understood that asking for the lines to be repainted is as likely as anything to help with the situation. The Headmaster will also ask the mini bus drivers not to turn up too early.
- 19/20/11 **PLANNING**
- a. Entrance to Barn Conversion off A39 East of Holywell Road - the Clerk had received no response to her letter. A member of the public provided the information that conditions 3, 7 and 8 had been granted discharged status as having been met. (The discharge of 8 negates 13). The discharge of condition 8 is strongly objected to as it has not been complied with in any way. The entrance is in the wrong place. It fails to meet the recessed entrance conditions. These conditions were set on the grounds of Highway Safety which were considered paramount when the application was made prior to the sale of the site. Now the site has been sold they no longer apply. This cannot be right. Clerk to request the attendance of the Chief Planning Officer at a meeting of the Parish Council in the near future to explain how this has come about.
 - b. 14/18/00008 - Change of use of land from agricultural to equestrian. Demolition of existing stables and erection of replacement stable block, arena and turn out area with associated works at Land South of Little Leaze Lane - granted permission for domestic/private use only (non commercial).
 - c. 14/19/00001 - erect garage and garden store at 3 Lippetts Way - supported. (Cllr Pople left the meeting for this item and returned following its conclusion).
 - d. 14/19/00002 - change of use of annexe to holiday let and erection of single storey extension at 7 King William Road - supported.
 - e. Any other planning matters
 - i. New Local Plan is now in force with a new development limit for Catcott - Clerk will forward the map to councillors.
- 19/20/12 **FINANCE**
- a. Accounts check - accounts sheets and bank statements had been forwarded to all councillors with the agenda. Approved.

Chairman Date

- b. Cheques for signature - were approved as follows:- Chq.471 J A Marshall (pay and expenses) £320.89; Chq.472 Information Commissioner (Data Protection) £40.00; Chq.473 St Peter’s Church (churchyard maintenance) £510.00; Chq.474 Catcott Parish Council (Transfer to NS&I account) £2,000.00; Chq.475 J A Marshall (McAfee security software) £89.99.
- c. Internal and External Audits - The Clerk had previously signed the Accounting Statements. The Exemption Certificate was agreed and signed by the Chairman and Clerk. The Annual Governance Statement had been completed on the computer and the answers were gone through one at a time for accuracy and approved. This was then signed by the Chairman and Clerk. The Accounting Statements were then checked and countersigned by the Chairman. It was agreed to ask Richard Young to undertake the internal audit again.
- d. Any other financial matters -
 - i. Insurance - documentation from Came and Company had been forwarded to all councillors. The Clerk had asked Came and Company for the cost which was not included in the information sent but it had not yet arrived. The Clerk would try to get alternative quotes from other companies as well. It was agreed that the possible cost to replace the War Memorial was far from accurate. Cllr Salter would obtain a price from a contact. Quote requests to be on hold until that is known.
 - ii. Precept - this has been paid but the Clerk will check it has arrived in the account before distributing the larger cheques.
 - iii. VAT Reclaim - The Clerk has submitted a reclaim for £187.22.

- 19/20/13 **RIGHTS OF WAY, FOOTPATHS** - Mr Thomas reported that County now ask him to check on complaints they receive direct from the public. Clerk instructed to write to a member of the public about a big branch which looks likely to fall on to a footpath.
- 19/20/14 **PLAYING FIELD REPORT** - Cllr Pople reminded us that the Easter Egg hunt is to take place at 2pm on 14th April.
- 19/20/15 **PARISH PLOT** - no update.
- 19/20/16 **ELECTIONS AND COUNCILLOR TRAINING** - All five current councillors have been elected un-opposed for the next term. The Clerk can provide details of training opportunities if required.
- 19/20/17 **ANNUAL PARISH MEETING** - on Tuesday 14th May. Clerk to ensure Mr Melia is invited.
- 19/20/18 **ITEMS FOR INFORMATION, CIRCULATION, DISTRIBUTION** - Cllr and Mrs Bell will be attending a fingerpost refurbishment training workshop.
- 19/20/19 **ITEMS FOR NEXT MEETING** - Annual Meeting of the Council to include various appointments and consideration of documents such as Risk Assessment and Statement of Internal Control.
- 19/20/20 **URGENT CORRESPONDENCE** - none.
- 19/20/21 **DATE OF NEXT MEETING** - Tuesday 14th May 2019 following the Annual Parish Meeting which is due to start at 7pm.

The meeting closed at 8.15pm