

MINUTES OF DOCKING PARISH COUNCIL MEETING

Held on the 15<sup>th</sup> February 2018 in the Ripper Hall 7pm

1. The Chairman welcomed everyone to the meeting.

**2. Public Session.**

Mrs Gould attended the meeting and raised two matters. The allotment holders have requested that some hardcore be placed on the road way as the ground is bogged down after the wet winter. Holders are getting stuck with their cars and cutting up the grass. The chair said he would try and obtain some hardcore and spread it spread in the area. Mrs Gould also said that if a roadway was not possible could a car park area be created in the entrance on the vacant allotment. The chair agreed to look at this when he goes on site.

Action Chair.

Mrs Gould expressed her concerns about the speed that traffic is going in areas of the village. She asked if the Parish Council would support a Speed Watch scheme similar to those in Stanhoe and Sedgford. The clerk informed the meeting that the Sedgford scheme had been set up by 12 people in partnership with the Police. The scheme is not run by the Parish Council, it is run and managed by the group. He agreed to approach the police to see if a similar scheme could be set up in Docking. Action Clerk

**3. Present:** - Mr Wroth, Mrs S Playford, Mrs Edge, Mrs Hack, Mr Meek, Mr Todd, Mr Gillett, Mr Cooke and Mr Crompton.

**Apologies** Mr R Playford and Mr Able.

**Not in Attendance,** None

**4. Declaration of interests on agenda items.** Mr Cooke item 8.2 Grazing agreement

**5. Minutes.** The minutes of the 18<sup>th</sup> January General Meeting 2018 were proposed Mr Gillett seconded Mrs Playford and carried.

**6. Matters arising**

6.1 Spar Car Park. The clerk has not made any further progress on this matter.

6.2 Memorial Bench. Clerk had costs but it was decided to leave till next month

6.3 Visit to Whin Close. The Clerk has been informed by Mr Barber that a visit will be delayed due to Avian Flu. He is waiting for DEFRA to confirm the migrating birds have departed.

6.4 Allotment Gates. Mr Wroth has purchased the gates and the bill is included for payment at this meeting.

6.5 Street Light Church Place. The new light has been installed and the bill is included for payment at this meeting

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6.6 Jack's Lane Windfarm Grant. The clerk confirmed that he had made an application for the defibrillator from the fund. It is now a matter of waiting for the fund to close and the committee to meet.

6.7 Newsletters. The clerk confirmed he had sent an article re the street lamp and vacant allotments to the next newsletter.

## 7. Correspondence.

7.1 CGM changes to payment methods.

7.2 Chosely Road Speed Extension

7.3 Letter from Allotment holders

## 8. Agenda Items for Council decision.

**8.1 Defibrillator.** The clerk has now submitted a grant application to the Jacks Lane fund for the full cost of the Defibrillator. We will have to wait for the committee outcome to see if we are successful at getting the grant or part of it for the new defibrillator.

**8.2 Grazing Agreement.** The council agreed to sign the agreement with Mr Cooke and the fee for the coming 11 months would be £100. The clerk will issue an agreement. **Action Clerk.**

**8.3 Risk Assessments.** The clerk has produced a set of risk assessments to cover property and financial procedures for the council. He will establish a record book and ensure the assessments are completed. He will remind councillors when they need to carry out assessments. Mrs Hack said that an annual inspection of property used to be carried out and recorded. **Action Clerk.**

**8.4 Appointment of Internal Auditor.** The clerk reported that Mr Snell will complete the internal audit for 2017/18.

## 9. Financial Matters.

### 9.1 Accounts approved for this month.

Name	Business	net	VAT	Gross	Non-Reclaimable VAT
K and M	Street Lights	£ 18.60	£ 3.72	£ 22.32	None
Eon DD	Electricity	£ 39.19	£ 1.96	£ 41.15	None
CGM	Grass cutting	£ 81.40	£ 16.28	£ 97.68	None
Laura Parkin	Website	£ 60.00	£ 0.00	£ 60.00	None
K and M	new lamp	£430.00	£ 86.00	£ 516.00	None

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UK Power Works for lamp	£351.00	£70.20	£ 421.20	None
Mole Country Stores Gates	£133.38	£26.68	£ 160.06	None

Proposed Mr Gillett seconded by Mrs Edge and carried.

**9.2 Financial Statement.** The clerk presented the statements for February. There were no questions.

**10. Planning Matters** None

**Approved Plans by the Borough Council** – 17/02149/F Crossways approved 15/1/18,

17/02259/F Greensleeves approved 8/2/18, 17/02336/F 2 Woodgate Way Approved 6/2/18

**11. Any other business** (for information only) and to consider any item for next general meeting. No matters raised.

Mrs Edge reported that the door on the electric box to the street light opposite Docking House flaps open in the wind. The clerk will report. **Action Clerk**

Mrs Playford asked if Highways were responsible for potholes in Monks Close. The clerk will ask Highways. **Action Clerk.**

The Chair informed the meeting that the pond on Stanhoe Road had been cleared but no work will be carried out on Bell Pit.

Mr Todd reported a pot hole in Pound Lane and the chair one in Station Road. The clerk agreed to report. **Action Clerk.**

**Close 8.00 pm**

**Date of the next meeting 15<sup>th</sup> March 2018 The first meeting will be the Annual Parish Meeting which will start at 6.45pm** Mr Gillett apologised for this meeting.