

Minutes of the finance, planning and employment meeting held on Monday July 13th 2009 at 7.30p.m. in Dove Cottage.

Present: Cllrs L Cockerton (Chair), F Winrow-Giffin, K Voller, I Baldwin, Temporary Clerk Mrs C Williamson

1. **Apologies for absence:** Cllrs R Blackwell, V Payne, G Baxter

As the meeting was not quorate, it went ahead as a working group meeting, with decisions to be put forward as recommendations at the next meeting (July 20th)

2. **Declarations of interest with regard to items on the agenda and additions to register:** none
3. **Suspension of standing orders:** *Meeting open for 10 minutes to allow members of the public to speak:* no public present
4. **Recreation Ground Play Area repairs: to consider quotations.** This item was brought forward so that Cllr Voller could join in the discussion before leaving early.
 - a. **Quotation from MSDC for removing swings:** one quote had been received and another was awaited.
 - b. **Quotation from MSDC for regular play area inspections:** agreed to speak to Mark Sillett before making recommendation
 - c. **Quotation for repair of corner of rubber matting surface by the swings and perimeter faults:** the promised quotation from Adventure Playgrounds had not materialised although they had visited the play area. When the temporary clerk had advised Monster Play, the original installers, of the problem with the perimeter matting coming away from the inner areas, Mr Ram assumed that the work had been carried out by another contractor as he did not know anything about it and recommended a complete reskim. Minimum charge for any work would be £850.00. Agreed to investigate further.
5. **RFO's report.** This was received (see attachment 1)
 - a. **Re agricultural holding:** The temporary clerk advised that she had sent a letter requesting payment for 2008/9.
 - b. **Re RBS accounting system:** Cllr Cockerton had had an online view of this but the RFO and temporary Clerk had not done so yet but aimed to do so together. It was agreed that purchase should not be made until new staff had been appointed who may have their own preferences.
6. **Assets register:** to confirm. The insurance assets list had been used as a basis for discussion. It was debated and amended (see attachment 2) for consideration at the July 20 meeting.
7. **Risk assessment for 2009:** review and consider amendments. This was amended for consideration at the July 20 meeting (see attachment 3)
8. **Planning matters:**
 - 7.1 Approvals:**
 - 1134/09: No 7, The Butts: Erection of two-storey rear extension
 - 1379/09: 12 Cross Green, removal of eucalyptus and elder, pollard sycamores
 - 1412/09: 33 Chancery Lane: Replacement of two first floor windows
 - 7.2 Appeal decision:** 0659/09 The Pharmacy, Little Back Lane, air conditioning unit – appeal allowed
 - 7.3 Refusals:**

7.4 Applications: 1773/09 Blood Hall Cottage, Kenton Road: summer house with boiler room/wc adjoining. The plans had not yet been received so would be discussed at the next meeting.

7.5 Planning Correspondence

7.6 Green near Lock Close: update. The application had to be revised in part and was briefly discussed. The temporary clerk had collected two plans dating back to 1977 and 1985 referring to MSDC's mowing schedules for the area and these would form part of the application now. She had also taken advice on the precise boundary for the green in question.

9. Employment matters: clerk and RFO vacancies

- a. **Response so far:** all candidates were of a high standard. The application forms, job descriptions, person specification would be sent out on Tuesday morning.
- b. **To consider appointing an interviewing committee:** defer to next meeting
- c. **Timetable for interviewing / appointments:** defer to next meeting

10. The following matters were deferred to the next meeting:

- a. Terms of reference for committees and working groups:
- b. Allotment Rent Review
- c. To consider request to use Market Green for the sale of cakes
- d. Employment matters
- e. Insurance Claim: update

11. Suspension of standing orders: *Meeting open for 10 minutes to allow members of the public to speak* : no public in attendance.

12. Any other business: information exchange only: none

13. Date of next meeting: July 20th

The meeting concluded at 10.45 p.m.

.....**Chair**.....**Date**