

**Minutes of Annual Meeting of Roade Parish Council  
held on Monday 12 May 2008 at 7.00 p.m.  
at the Village Hall**

**Present:** Dr John Gwilt (Chairman)

Rev Malcolm Beech	Dave Bennett	Bill Dredge
Glenn Dudman	Mrs Anna Freund	Mrs Myra Inglis
Dick Johnson	Mrs June McAlear	Mrs Susan Mallock
Bill Mann	Rick Thake	

**Apologies:** Cty Cllr Bernard Ingram          Dis Cllr Stephen Clarke

**Clerk:** Mrs Sylvia Mawby

**Minute Taker:** Mrs Nicky Hall

**1. Statement by Outgoing Chairman**

The Chairman noted that this would be his final meeting as Chairman as he would be stepping down and would return to being a Parish Councillor. He also noted that Mrs Nicky Hall was stepping down as Minute Taker and he thanked her for her hard work both as Clerk and Minute Taker.

**1.1** The Chairman noted that he had presented a summary of the previous year's activities at the Annual Parish Meeting on 8 May, so would not repeat this here. One outstanding matter was a review of Standing Orders, which he expected that the new Chairman would pick up in due course.

**1.2** The Chairman thanked all Cllrs for their support during the previous year. He looked forward to working with his successor, and to encouraging the skill and enthusiasm which exists in the village, not least through the properly elected Parish Council and its five newer members. We need always to challenge ourselves and ensure that we are delivering what we promise to the villagers – if we don't, we should make way for others who may have new ideas and are not tied in to the past. The Chairman paid particular tribute to Cllr Dudman, whose help and support in running the Parish Council during the past few months had been invaluable. He also thanked District Cllr Townsend, particularly in relation to Planning matters. She has attended many meetings and spoken on the village's behalf during Planning sessions at Towcester. District Cllr Clarke has also been extremely helpful in providing contacts and introductions.

**2. Election of Chairman**

Cllr Dredge proposed, Cllr McAlear seconded and with all in favour, Cllr Susan Mallock was elected Chairman. Taking on the position, The Chairman thanked all Cllrs and noted that she was prepared to take on this role for the next 12 months.

**3. Election of Vice-Chairman**

Cllr Dredge proposed, Cllr Inglis seconded and with all in favour, Cllr Glenn Dudman was re-elected Vice-Chairman.

**4. Review of Responsible Financial Officer**

Cllr Thake proposed, Cllr Gwilt seconded and with all in favour, it was agreed that the Clerk remain as Responsible Financial Officer.

**5. Appointment of Representatives to Outside Bodies**

**5.1** Cllr Dudman noted that, with Cecil Bottomley's retirement, there was now only one Parish Council representative on the Village Hall Charity. He had confirmed

with the Village Hall Trustees that they were happy for there to be only one Council representative. Cllr Beech proposed, Cllr Dredge seconded and with all in favour it was agreed that Cllr Dudman continue as the Parish Council Trustee.

5.2 Cllr Beech proposed, Cllr Inglis seconded and with all in favour it was agreed that Cllr Bill Dredge continue as Neighbour Hood Watch representative.

5.3 Cllr Dredge proposed, Cllr Thake seconded and with all in favour it was agreed that the Chairman would represent Roade Parish Council at Mid-Northants Parishes meetings.

## 6. **Appointment of Advisory Groups**

Cllr Dudman noted that some Advisory Groups needed a wider spread of Cllr involvement (eg IT, Lighting). This matter will be raised under Agenda Item 15 of the Parish Council Meeting, although it was noted that as agreed at the last meeting, the Chairman would take the Chair of the Planning Advisory Group. It was agreed en bloc that all other Advisory Groups would continue without change.

## 7. **Re-adoption of Standing Orders**

Cllr Dudman had been informed by Danny Moody of NCALC that the new Standing Orders were expected later this year. Cllr Dudman proposed, Cllr Beech seconded and with all in favour it was agreed that current Standing Orders continue until such time as the new countrywide Orders are received, at which time any appropriate amendments will be made.

8. The Annual Meeting of Roade Parish Council was closed and the monthly Meeting of Roade Parish Council was opened. Cllr Bennett joined the meeting.

A1. **Declarations of Interest:** There were no declarations of interest.

## A2. **Public Session:**

A2.1 The Chairman opened the Public Session and welcomed District Cllr Sally Townsend. Cllr Townsend congratulated the 2008/2009 Council and looked forward to continuing to work closely together for the benefit of the village, particularly in relation to South Northants Council (SNC). Cllr Townsend noted that Roade Parish Council is held up as an example to other Parishes in the way that meetings are held and information brought back to meetings (eg regarding the Walkerpack site). Cllr Clarke was this evening attending Blisworth Parish Council Meeting, hence his absence. Cllr Townsend noted that the planning application regarding 57 High Street would be heard this Thursday, and the proposed 3,000 new dwellings for Towcester would also be discussed.

A2.2 *Mr David Saunders, 37 The Leys* was concerned to note that 2 cars are now parked at the end of The Leys by the former factory wall. His efforts to have them removed by calling ELVIS on a number of occasions have proved fruitless as the cars are parked on land privately owned by Chartwell. He was concerned that these vehicles may become a magnet for vandalism. When the second car was being parked, Mr Saunders had spoken to the driver (tenant at 32 The Leys) who confirmed that the car owner was currently in the Caribbean. Cllr McAlear suggested contacting PCSO Cooksammy. Cllr Dudman confirmed that ELVIS could do nothing about cars parked on private land, although approaches had been made directly and indirectly to Chartwell in an attempt to have the cars moved. Cllr Dredge asked Mr Saunders to pass him the registration numbers of any cars parked in this area.

- A2.3** *Mr Saunders* asked about the new light at the end of The Leys. Cllr Dudman confirmed that MEB have told him that it will be connected, at a cost of c£400, by 23 May.
- A2.4** *Mr Saunders* was concerned that the height of a hedge on the corner of The Leys at number 11b was now obscuring the line of sight for both pedestrians and vehicles, which could be dangerous. The Clerk was asked to write to the householder requesting that the hedge be cut back. **Clerk**
- A2.5** Cllr Freund joined the meeting.
- A2.6** *Mr Derek Samwell of 9 Churchcroft* referred to Agenda Item 11 and asked for confirmation of the location of the hedgerow. Cllr Dudman confirmed that with effect from five years ago, Northants County Council (NCC) will only cut hedgerows which are perceived to present a danger, and will then charge the cost back to the landowner. The Area Engineer has also confirmed that the hedges in London Road (and Northampton Road) are not their responsibility, but the Clerk was asked to write to NCC requesting formal confirmation of this. Further discussion will be held under the agenda item. **Clerk**
- A2.7** *Ms Lucinda Judd of 52 Northampton Road* confirmed that she would be happy to answer any questions about the planning application which has been lodged on her behalf.
- A2.8** The Public Session closed at 7.30 p.m.
- A3.** **Acceptance of Apologies for Absence:** Apologies for absence had been received from County Cllr Bernard Ingram and District Cllr Stephen Clarke..
- A4.** **Attendance Register:** This had been signed by all Councillors present.
- A5.** **Review of Annual Parish Meeting held on 8 May 2008:**
- A5.1** The Chairman thanked everyone who had attended this well organised and well supported event.
- A5.2** She confirmed that Susan Hope had spoken to clarify Affordable Housing in the village, and all Cllrs had now received a copy of the proposed local connections criteria. Cllr Gwilt believed that Cllr Dredge's concerns regarding style of housing on new developments did not lie within the remit of the affordable housing team.
- A5.2.1** It was proposed that an applicant for affordable housing must fulfil one of the following criteria:
- a) The applicant has lived in the Parish of Roade for at least 3 years
  - b) The applicant does not currently live in Roade but previously lived in the Parish for at least 3 years
  - c) The applicant has close family living in the Parish ("close family" means parents, children, siblings, grandparents or grandchildren –all including step relatives)
  - d) The applicant is employed permanently in the Parish.
- If the available properties are not filled from applicants meeting one of the above criteria, applicants from the following surrounding villages would be considered:  
 1<sup>st</sup> cascade: Ashton, Blisworth, Courteenhall, Hartwell, Stoke Bruerne/Shutlanger  
 2<sup>nd</sup> cascade: Alderton, Grafton Regis, Piddington, Preston Deanery, Quinton
- A5.2.2** Cllr Gwilt proposed, Cllr Dredge seconded and with all in favour it was agreed that these criteria be adopted.

- A5.2.3** Regarding housing, Cllr McAlear was concerned to note that “regular” houses with attic rooms were now being advertised by the local estate agent as “3 storey” homes and she asked that Cllrs be vigilant to ensure that inappropriate new houses did not slip through.
- A5.2.4** The Parish Plan Steering Group has asked for volunteers to deliver copies of the Parish Plan to all households. Cllr Dudman confirmed that he had a list of willing volunteers.
- A5.2.5** With an amendment to the page numbering, Cllr Dudman proposed, Cllr Thake seconded and with all in favour it was agreed that Draft Minutes of the Annual Parish Meeting now be published, but that they be agreed at the next Annual Parish Meeting in 2009.
- A5.2.6** The Chairman confirmed that the Parish Plan Steering Group had now been disbanded but that volunteers were now required to monitor progress on the findings published in the Plan. Cllr Dredge congratulated all involved on the Steering Group. Cllr McAlear asked that all Cllrs assist in the removal of defunct notices posted round the village.
- A6** **Minutes of Last Meeting (14 April 2008):**
- A6.1** The Chairman noted that in future, in accordance with Standing Order 15a, all Minutes will be taken as read in terms of accuracy unless alterations are notified to the Clerk in advance.
- A6.2** *P1053 item 17.3* Friday 9 May should read Thursday 8 May. With this amendment, Cllr Thake proposed, Cllr McAlear seconded and with all in favour it was agreed that in terms of accuracy the minutes be signed as a true record.
- A7** **Matters arising from the Minutes of the Last Meeting (14 April 2008):**
- A7.1** *P1046 item 2.5* Cllr Dudman confirmed that he had spent some time walking round the village with an engineer from Highways to inspect holes in the carriageways and pavements. Areas for which remedial repairs are now awaited have been highlighted with white paint. We now have a list of contacts and their telephone numbers for reporting problems, but unfortunately the County-wide budget of £180m will not go very far in rectifying the problems.
- A7.2** *P1046 item 2.6* Stagecoach is looking into the possibility of electronic timetable display but we have received no firm answer as yet.
- A7.3** *P1047 item 2.7* The Clerk has confirmed with Allseasons that they will include the grass verges in The Grove in their grass cutting schedule, for which Mr Newitt has sent his thanks.
- A7.4** *P1047 item 7.1* Cllr Thake confirmed that a substantial steel strap has now been affixed to the bottom of the door to one of the derelict buildings.
- A7.5** *P1048 item 7.1* Cllr Dredge noted that car crime would henceforth be classified as an incident rather than a crime. He has asked our local parliamentary representatives to take this matter up with the Home Secretary.
- A7.6** *1048 item 8.3* Cllr Dredge reported that the ATM outside the post office is now installed and operational. Although free to customers, 7p for each withdrawal and 2p for each balance check is payable to the postmaster and postmistress.

Clerk

All

- A7.7** *P1050 item 8.5* Cllr Bennett had received no objections from local residents regarding a hedge which appears to have been planted on Parish Council land.
- A7.8** *P1052 item 13* Cllr Dudman confirmed that the new noticeboard had been ordered and should be in situ within the next 5-6 weeks.
- A7.9** *P1052 item 14* Cllr Dredge confirmed that signs have been ordered, at a cost significantly below budget, to highlight local businesses and should be received and erected within the next 7-10 days. They will be attached to lampposts or telegraph poles at a height of 2.2m.
- A7.10** *P1052 item 15* Cllr Dudman confirmed that the Ashton Road Village Sign is due to be replaced by the end of the month although regrettably it will be metal rather than plastic and may therefore be subject to theft!

**A8. Reports from Outside Bodies:**

**A8.1 Neighbourhood Watch/Police Matters:**

Cllr Dredge reported on the following:

- 25 April            There was a disturbance in the ex-Servicemen's Club resulting in someone being injured with a broken glass. An arrest was made.
- 27 April            Slug/pellet was fired apparently from an air rifle through the window of the Happy Shopper causing significant glass damage.
- Reports were received of an elderly lady on London Road having her door knocked on after 11pm on a number of occasions – no further details known. Additional locks and lighting are now in place and neighbours made aware. Possible culprits have been identified and information passed to PCSO Cooksammy.
  - PCSO Cooksammy gave a report on the village Policing situation at the Annual Parish Meeting. Her report showed "Crime" as being down overall, although as anti-social behaviour and car damage are now recorded only as incidents, crime statistics must be viewed carefully. PCSO Cooksammy thanked everyone for their support.

**A8.2 Village Hall Charity:** Nothing to report.

**A9. Reports from Advisory Groups:**

**A9.1 Cemetery:**

Cllr Beech reported that the Village Technician has trimmed the sides of the yew trees in the Cemetery and access is now improved. Allseasons will be topping the trees as agreed, although they are currently waiting for the repair of their chipping machine. A great deal of work has been done in the Memorial Garden with the cutting back of existing shrubs and the planting of new shrubs and annual plants, the benefits of which will be seen later in the growing season. Extra grass cutting may be required. Cllr Dudman confirmed that we have contracted for 18 cuts which should be enough depending on weather conditions.

**A9.1.2** Concerned about the whereabouts of the Deeds to the Cemetery, Cllr Beech has been in touch with Hewitsons, the solicitors who act on behalf of the Parish Council. They hold an envelope of Parish paperwork which they will check for Deeds. Cllr Beech agreed to ask for a schedule of charges from Hewitsons in order to anticipate expenditure. It would in any case be helpful to know exactly what paperwork is held on the Parish's behalf.

**MB**

**A9.2 Lighting:**

Cllr Dudman had circulated a memo to all councillors outlining a written request from Mr & Mrs Abbott of 23 Church End to have the street lamp, currently outside

the rear of 19-23 Church End, moved to allow them to gain entry to their planned new garage. They hoped that the Parish Council would meet the anticipated cost of £526 plus VAT. After some discussion, Cllr Dudman proposed, Cllr Beech seconded and with one abstention, it was agreed that this work could be carried out, provided that Mr & Mrs Abbott covered the cost. The Clerk was asked to write to Mr & Mrs Abbott to this effect, asking them to liaise with Cllr Dudman.

Clerk

- A9.2.1** Cllr Dudman confirmed that, as with many other villages, street lighting is no longer included in the insurance quotations.
- A9.2.2** With increasing electricity prices Cllr Thake has been investigating ways of reducing costs for our unmetered electrical supply. He has been put in touch with a buying consortium (which includes parishes in Milton Keynes, Northants and almost 2/3 of South East England) which buys electricity from Southern Electric. If we are able to join, even taking into account an administrative charge, we should still save a significant amount. Cllr Dudman confirmed that all street lamps work on a dusk-to-dawn system.
- A9.2.3** Mr Nigel Wickens has requested a change to the lighting in Croft Lane, as he has a street lamp shining into his home. Cllr Dudman has asked him to write formally to the Parish Council. Cllr Bennett suggested that a shield correctly positioned over the lamp might redirect the light. Cllr Dredge also thought that the other residents of Church Croft should be asked for their opinion. A formal letter is now awaited.
- A9.2.4** The Chairman reopened the Public Session and District Cllr Townsend noted that Parish Council involvement at the beginning of any housing developments may help to have lighting installed which suits the environment. The Public Session was then closed.
- A.9.3 Planning:**  
Cllr Gwilt reported on the following:  
*Walkerpack site:* application is still withdrawn and no definite alternatives have yet been presented. A meeting is scheduled for 19 May with the Planning Officer and the Developer to look specifically at Highways problems. Cllr Gwilt has asked that consideration should not be limited to Stratford Road but should cover the entire length of the A508 within the village, and, even better, should cover the area between Junction 15 of the M1 and the A5 roundabout at Old Stratford.  
*The Leys:* initial objections have now been placed on file. We are working only with an outline application and sketches and, despite our meeting with the developer where we brought forward our objections to apartment buildings, these are still on the sketches. A request was made to the Planning Development Officer in Towcester that a similar discussion meeting to that held regarding Walkerpack (including Roade Parish Council) could be set up, but nothing has been confirmed. The Planning Officer and the developer have been invited to attend next Monday's meeting as extra traffic from The Leys will contribute to congestion on the A508.  
*Land to rear of 25 Churchcroft:* at a recent Development Control Committee meeting, a 1 ½ storey dwelling was permitted, despite objections.  
*57 High Street:* A site meeting took place last week at which we were observers; it was pointed out that the nearby back land developments had been carried out on a brownfield site. It was hoped that Cllr Townsend will be able to voice our objections at the next Planning meeting.  
*52 Northampton Road:* comment period has been extended to 30 May. Our comments have not yet been submitted.  
*22 Stratford Road:* outline permission for new dwelling and garage permitted.  
*23 Church End:* Replacement double garage permitted.  
*Plainswood Farm:* No observations.

Regarding new developments, the Chairman noted that Highways are still working on traffic movement figures taken in 1998. Cllr Dredge proposed, Cllr Inglis seconded and with all in favour, it was agreed that the recent, up-to-date figures which the Parish Council has acquired, should be made available.

Clerk

#### **A9.4 Footpaths:**

**A9.4.1** Cllr Thake reported a broken stile at KZ28/KZ7 near the Rugby Club in Ashton Road. He also noted that the provision of steps on KZ2 (past Bailey Brooks Lane) would be most helpful, particularly in wet and muddy conditions. Cllr Thake agreed to draft an appropriate letter which the Clerk was asked to forward to the Rights of Way Manager.

RT/Clerk

**A9.4.2** Cllr McAlear noted that a finger post on KZ18 was missing (the alleyway leading from Stratford Road to Grafton Road). A brief discussion was held on the desirability of having any finger posts within the village. It was agreed to put this as an Agenda item for the next meeting, and Cllr Thake was asked to think about possible alternatives.

RT/Clerk

#### **A9.5 Recreation Field/Churchcroft:**

Cllr Dudman reported that the newly sown grass in Churchcroft Open Space has taken well. He noted that a seat in Churchcroft seat has become loose during the last week and has been screwed down. The situation will be monitored and more heavy duty mountings will be installed if necessary. He was pleased to report increased use of the Recreation Ground and he congratulated the Village Technicians for the excellent job they are doing in keeping the area clean and tidy. Allseasons, who now have the appropriate equipment, have quoted for gang mowing this area which compares favourably with the existing contractor (Allseasons £1600 for 20 cuts, R&G £1603.77 for 18 cuts. Cllr Dredge proposed, Cllr Dudman seconded and, with all in favour, it was agreed that it would be appropriate for Allseasons, the village contractor, to carry out this work with effect from July 2008, with just over one month's notice having been given to R&G such that they finish work for the village at the end of June. In future this contract will be reviewed annually.

GD/Clerk

#### **A9.6 IT -Website – Installation of Broadband in Parish Office:**

Wireless Broadband is now available in the Parish Office and is working well, with appropriate security in place. All Cllrs are welcome to use this facility and tuition will be given by Cllr Dudman if necessary. The Clerk has spare keys to the office. If anyone would like an old but serviceable entry-level PC, please contact Cllr Dredge or Dudman. Thanks were given to Cllr Thake for his support in getting broadband installed.

#### **A9.7 Youth:**

Cllr Freund reported that a couple of well-attended meetings had taken place with a lot of support from the community. The Youth Worker is already doing a great job. Regarding location for a youth café, a couple of tentative offers have been received, including the former railway booking office.

#### **A9.8 Community Forum:**

**A9.8.1** Cllr Mann had circulated a report to Cllrs that evening. It is hoped that by the next meeting, some of the issues raised will have been discussed and some conclusions reached. The next surgery will be held on 30 June from 6-8pm in the Methodist Church Hall, to which everyone was invited. It was suggested that the results of any future surgeries should be noted and discussed during the public session of the Parish Council Meeting immediately after the surgery.

- A9.8.2** Cllr McAlear noted that a major concern was speeding along Knock Lane. The Chairman agreed to raise this at the upcoming meeting with Highways. We are no further on with getting speed gun volunteers or training but Cllr Beech believed he could find the 12 volunteers required. Cllr Dudman reminded Cllrs that all Highways issues can be reported to Street Doctor either online or on 08456 011113 and reference numbers will be given and can be quoted in future. Cllr Gwilt suggested that County Cllr Ingram be invited to get involved. In terms of becoming more transparently sympathetic to problems raised, the Chairman requested that this be raised during future discussions on Advisory Groups.

SM

Clerk

Clerk/All

**A10. Finance:**

- A10.1** Cllr Thake circulated the 2007/8 accounts to all Cllrs. The Chairman noted that as these did not, under Standing Order 51, have to be signed off until September, she would prefer to give Cllrs time to look at the accounts before any further discussion. Cllr Thake confirmed that our audit date is 15 August and that they should therefore be signed off before then. Discussion to take place at next meeting.

Clerk/All

**A10.2 Annual Insurance Quotations due 1 June 2008:**

The annual renewal invitation from Allianz Cornhill had been reduced from c£2400 to £1,828.52 after the exclusion of street lights. Came & Co, a specialist insurance company have quoted £1280.10. Cllr Thake had been put in touch with this firm which is run by a Hampshire parish councillor of many years standing (as well as being an insurance specialist) who had contacted Norwich Union and put together a package for Parish Councils, 60% of which in Hampshire are now serviced by them. They are endorsed by both NALC and NCALC and offer £100,000 of fidelity insurance compared with Allianz Cornhill's £50,000 and, on a 3-year deal, will benefit from 5% No Claims Bonus. Cllr Thake proposed, Cllr Dudman seconded and with all in favour, it was agreed to insure with Came & Co.

RT/Clerk

- A10.3** Cllr Dudman thanked Cllr Thake for the extensive financial review which he has been undertaking in an effort to cut costs.

**A11. Cutting back of hedgerow on London Road:**

Deferred to next meeting. Cllr Bennett was concerned to ascertain who had ownership of hedgerows and Cllr Dudman agreed to carry out more research between now and the next meeting.

GD

- A12. Risk Assessments - Council Property:** None.

**A13. Bills for Payment and Receipts:**

<b>A13.1 Receipts:</b>	<b>Ret No</b>	<b>£</b>		
Precept 1 <sup>st</sup> half year		25,000.00		
Burial of ashes Mem Gdn J Bazeley	314/9	30.00		
Interment Fee DK Campfield	315/9	60.00		
Purchase of Grave CA Marson	316/9	160.00		
Parish Plan cheque paid in		<u>152.44</u>		
		<b>25,402.44</b>		
<b>Cheques for Signature:</b>	<b>Cheque</b>	<b>£</b>	<b>inc VAT</b>	
Northants CALC Internal Audit Service	828	193.20		
Northants CALC M'ship & C'cil Review	829	379.00		
Signs & Designs Smart Water signs & fitting	830	93.41	13.91	
B&Q Hardware	831	47.74	7.13	
Eon Lighting Electricity	832	1427.08	212.54	
Youngs Nurseries Geranium Plugs	833	51.00	7.59	
Shaw & Sons Ltd Receipt Books	834	43.76	6.52	

Roads Ex-Serv.Club	S137 Grant firework display	835	250.00	
Allseasons	Grass Cutting	836	766.69	114.19
Roads Village Hall	S137 Grant towards boiler	837	299.00	
Glenn Dudman	Stationery & Office Keys	838	194.79	
Debbie Dudman	10hrs Clerk Cover			
	7hrs minutes for APM	839	170.00	
Riverwood Associates	Minutes 3 meetings	840	147.92	22.03
Sylvia Mawby	Clerk salary & admin costs	841	353.47	
Hugh Geddes	Village Technician salary	842	362.59	
Post Office Ltd.	HMRC	843	50.95	
Andy Johnson	Asst VTech Salary	844	269.67	
Came & Co.	Annual Insurance	845	1280.10	
BT Payment Services	Office telephone	846	52.86	
			<b>6433.23</b>	

**A13. 1.2** The Chairman asked that these be taken en bloc. Cllr Dredge proposed, Cllr Thake seconded that they be approved and with one abstention (Cllr Dudman) it was agreed.

**A13.2** Cllr Thake noted that it was now considered good practice to minute the bank account balances at the beginning of the Finance section of each Parish Council Meeting, which would include monies received but not the cheques for payment to be agreed at the meeting. Balances before this meeting: Deposit account balance: £1,453.19. Current account balance: £36,249.49 (including £25,000 first half year precept).

**A14. Correspondence:** All letters received had been circulated to Councillors.

**A15. Any Other Ordinary Business:**

**A15.1** Cllr Dudman noted that an advertisement for a Minute Taker was required as Mrs Dudman was only definitely available for the next 3 months, after which time other cover may be needed. It was agreed that a flier be prepared for circulation with the next edition of Roads News which is imminent.

**GD**

**A15.2** Cllr Gwilt was advised to talk to SNC regarding the sycamore trees across the fence from the school.

**JG**

**A15.3** It was confirmed that no moves have been taken to call an election to fill the Parish Council vacancy after Mr Bottomley's retirement. An advertisement is therefore required for possible candidates. It was agreed that this position should be advertised on the same flier as the Minute Taker, with a cut off date of 31 May.

**Clerk/GD**

**A15.4** The Chairman reported that BT has applied to SNC to remove both public telephone boxes from the village, with the consultation period ending on 2 July. It was agreed that despite the proliferation of home and mobile telephones, there was still a need for public telephones and we should vigorously oppose their removal. At the same time, BT should be asked if there are any other alternatives such as sponsorship or self-funding.

**SM/Clerk**

**A15.5** The Chairman asked for an Agenda item at the next meeting to discuss Terms of Reference for Advisory Groups, in particular in line with Standing Order 46(2). Each current Advisory Group Chairman was asked to forward to the Clerk a copy of his/her terms of reference in order that these can be consolidated and then circulated with the Agenda for discussion at the next meeting.

**All/Clerk**

