

# ABBEY HILL PARISH COUNCIL



## MINUTES of the Meeting held on Thursday, 17<sup>th</sup> MAY 2018 at Two Mile Ash School following the Annual Meeting (7.45pm)

**Present:** Cllrs S. Galbraith (Chair), A. Evans and D. Simpson.

Clerk: J. Vischer

1. **Apologies** – Cllrs D. Lewis, J. Bateman.
2. **Approval of Minutes and any Matters Arising** not covered below - the April Minutes, previously circulated, were approved as a true record. Proposer: Cllr Galbraith, seconder: Cllr Simpson. Unanimous.  
**Matters arising** – None
3. **Declarations of Interest in any of the following items** – None
4. **Friends of Two Mile Ash Page (FoTMA)** – Local vandalism and poor landscape maintenance, in particular grass cutting, were the main issues during the month.
  - 4.1. **Twitter account** – no update.
5. **Fault / Project Log** –
  - 5.1. **Anti-parking bollards** – MKC officer R. Woodcock had issued an email on scheme options which had not included the ‘wand’ options. He added that MKC did not believe these were a suitable option. In between meetings the Chair had showed councillors via email, traffic control posts which appeared very suitable. The photographs were forwarded to the officer via the Clerk but no reply had been forthcoming as the officer was on leave.
  - 5.2. **Dog waste stencils** – the increased cost of the purchase had been agreed in-between meetings and the stencils were due to be delivered in the next few days.
  - 5.3. **Horseshoe Green** – the Clerk reported on the prices for rocks. Councillors felt that larger rocks would be more suitable. Clerk to establish quotes. **CLK**
  - 5.4. **Street signage** - it was agreed to put in a request to MKC to have all street signage audited as much of it was in a parlous state. **CLK**
  - 5.5. **Haldane Play area** – Cllrs agreed with a request from Julie Spragg that the play area be refurbished. The play-house has lost its roof and the area needs re-painting. Clerk to report. **CLK**
  - 5.6. **Clay Hill/Gt. Monk s St potholes** - Cllrs agreed that these holes constituted a safety hazard coming down the hill towards Gt. Monks St. Clerk to report. **CLK**
6. **Finance**
  - 6.1 **Payments for authorisation & balances** – since April meeting –  
Clerk’s salary (April-May) - £501.40; administration expenses (including Microsoft annual subscription & stencils refund) – £238.01.  
Available funds (17<sup>th</sup> May) £56,706.
  - 6.2 Internal and External Audit –
    - 6.2.1. Internal Audit - The Clerk reported that the Internal Auditor had concluded from her review that financial controls “are consistently applied and effective” (9<sup>th</sup> May) and displayed the Report.
    - 6.2.2. Approval of Annual Governance Statement (External Audit) - circulated previously. Adopted and signed.
    - 6.2.3. Approval of Accounting Statements (External Audit) - circulated previously. Adopted and signed.

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## 7. Planning Applications *Previous* (for update)

### 7.1. *Previous* –

**16/03312/FUL** 3 Cherleton Two Mile Ash Demolition of detached garage, erection of a two storey side and rear extension, and single storey rear extension. *Awaiting Decision*

**17/03136/FUL** At: 18 The High Street Creation of First Floor and single storey rear extension(resubmission)

At: 18 The High Street. *Permitted*

**18/00537/FUL** 11 Westcliffe Two Mile Ash, Extension to front of property to form a down stairs WC and office space. *Permitted*

**18/00648/FUL** 5 Haslow Court Two Mile Ash Garage extension. *Permitted*

**18/00790/FUL** 8 Harborne Court Two Mile Ash, Proposed Two Storey Over Garage Side Extension, Alteration from Gabled to Hipped End to Garage Roof, Demolition of Existing Conservatory with Replacement Enlarged Single Storey Rear Extension. *Permitted*

**18/00857/CLUP** 1 The Hythe Two Mile Ash, Certificate of lawfulness for proposed conversion of the existing loft void with roof lights to front and rear. *Approved*

### 7.2. *New* –

**18/00983/FUL** 54 Leaffield Rise Two Mile Ash, Proposed single and two storey side extensions, first floor extension over existing garage, single storey front and rear extensions and loft conversion. No objections

## 8. Correspondence and Grant requests (other than email) –

8.1. Landscaping maps for the parish – these to be studied for accuracy.

8.2. Clerks and Councils Direct quarterly

8.3. Society of Local Council (SLCC) Clerks Magazine

## 9 Other Meetings and New Matters – (WEA; Parishes Forum; Community Annexe)

The Clerk had attended the quarterly SLCC meeting. Devolution of landscape services and the new GDPR data rules were the main topics.

## 10 Date of Next Meeting – Thursday 21<sup>st</sup> June 2018 at 7.30pm, at **TWO MILE ASH SCHOOL.**

The meeting closed at 9.05pm

*Signed*

*date*