**GRAFTON UNDERWOOD PARISH COUNCIL**

**Draft Minutes for the meetings held on the 3rd May 2022 in The Village Hall**

**Annual Parish Meeting opened at 7.18pm**

**1 Apologies:** Received from Dean Baker

**Attended** by Councillors Rob Corney, Penny Sneddon, Alex Medri and Alistair Wildgoose with 5 villagers

**2 Chairman’s report**: Rob Corney mentioned the good flood work carried out through the year by The Stream Team, The Jubilee plans, The new Parish Council website, the fact that the Council now has on-line banking, and thanked especially Alex and Alistair for their work on planning issues.

**3 Flood Report**: Mark Bird said he would be getting the Stream Team working later in the year. He would try to get spray to work on the trees that are growing in the banks. It was mentioned that Glyn Davis from the Environment Agency has recommended reporting again to Street Doc, the blocked pipe under the road near the Geddington turn. This has been done and it will be dealt with within the next 26 weeks

**4 Tree Warden Report**: Richard Daykin is still worried about the Chestnut stump which is behind the wall going up to the church. Rob Corney said he would mention to Boughton Estate about the trees growing in the brook. Mark Bird suggested getting in touch with the tree wardens on the NCC

**5 Footpath Warden**: Penny Sneddon, the warden reported that earlier in the year a meeting was held with Philip Painter. It was mentioned that Philip Painter has done a good job on marking out the footpath near to Kirtley Barn. We are walking around the edge of the first field near the village.

**6 Village Hall**: Paul Harris told us that a Child Nursery is likely to be held Monday to Friday in the hall. It will cost £1800 per year to run. There is to be an Open Day in July.

**7 Village Charities**: Jane Wildgoose gave the report. Bread Money was given out in December equalling £26. The other charity gave £40 to 13 recipients. At the moment there is £358.60 in the fund.

**8 Election of Chair** for the forthcoming year: Rob Corney proposed by Alistair Wildgoose, seconded by Alex Medric

**9 Election of Vice Chair** for forthcoming year: Penny Sneddon proposed by Rob Corney, seconded by Alistair Wildgoose

**10 Thanked Ruby Cole** for her time working as our clerk. To look into finding a new clerk – proposed to look into sharing with Brigstock (Alistair to get in touch with Nigel Stokes or Sally Wilks in Brigstock) or Benefield

 **Quarterly Parish Council Meeting followed straight on**

**11 Apologies** already given

**12 Approved Minutes of previous meetings**: Council Meeting of 1st Feb, 2022, Extraordinary meeting of 7th March 2022 to discuss Spring Cottage and Extraordinary meeting of 21st April to discuss Solar Farm

**13 Actions still outstanding: To action and put onto agenda for next meeting**

1. To reply to the person wanting to plant a memorial tree. Saying we are hoping to get a Lynch Gate to the church where a memorial plaque can be placed. ROB
2. Mark to do the tree removal along the brook banks week of 9th May and to look into spray for the weeds.
3. To look into the shed removal in the field behind No 46 by Stream Team or Boughton
4. Solar Farm: An email has been received from Scottish Power giving an assurance that there would be £190,000 (or something similar) coming to the village once the farm was up and running. There was talk of a Trust being set up, possibly with Brigstock, to keep an eye on the development, together with the traffic management and compensation, and having somewhere to put the fund once it comes in. Rob Davies and Alex Medri were interested in being part of it. The chairlady of Brigstock Parish Council is Sally Wilks on 07913149072. Alistair states she is keen for the liason.
5. Asset Mapping: When the weather is warmer the councillors and others to take a walk around the village and list what we think is important to the village. We are not doing the official Asset mapping as we feel it is too intrusive into private ownership.
6. Boughton Estate will be contacted by Rob Corney regarding, a) Willows along brook edge

 b) Chestnut tree stump c) dilapidated shed by the Village Hall d) Clearing the bridleway south of Warkton to Slipton road

1. Community Payback: Penny Sneddon said she would wait to hear from them as we had been too late in getting things organized our end (insurance and use of the village hall)

8**. Insurance:** After seeing the quote from BHIB it was Agreed to pay insurance on 1.6.2022 for the up coming year to Zurich, as previously, for about £168

1. Flag Pole: This was bought out of funds from the Street Fayres held some years ago**. It will be taken as an asset of the Parish Council.** Mark Bird cleans it and in the past new flags have been bought by the Street Fayre and the Parish Council.
2. Planning – we are all happy that we have alerted the authorities to Planning misdemeanours and close this for now.
3. To find out about Parish Council VAT situation in general and in particular to the Neighbourhood Plan ((this via Colin at Planitx (Alistair to look into this)) **ACTION REQUIRED**

**14 AGAR – exemption from external audit – not discussed**

**15 Internal Audit – not seen**

**16 Annual Governance Statement not signed and therefore not sent to PKF Littlejohn**

**17 Council agreed with Ruby Cole’s final salary of £285.52. To pay this.**

**18 To query payment to Warkton Parish Council for Microsoft Office ¼ share (£16.66) of £79.99 incl VAT for year subscription. What is this for?**

**19 Bank balance:**  At end of year 31.3.2022 the bank balance stood at £13,313.94

**20** 29.4.2022 Precept for 2022-2023 received into bank (£3,500.00)

**21** 20.4.2022 Clerk pay for April paid

**22** So Bank balance at 29.4.2022 stands at £16,713.54

 **Extra Items** –

**23** It was raised regarding looking into getting a drone to map read the field to the right of Play Craft. This is owned by Boughton and is thought to have Roman remains. The cost may be rather prohibitive.

**24**  Look into removing the bus stop signs

**25** The village is due to have the Speed Camera for the duration of August. Parish Council not involved but to get village involvement in readiness.

**26** It was mentioned about a village speed awareness sign to be put in the centre of the village. No further action was mentioned

**27** No other extra items were given for the next agenda

**28** Next meeting date 10th August 2022 7.15pm in the Village Hall

Meeting closed at 9.15pm