

# CAPEL PARISH COUNCIL

## COUNCIL MEETING AGENDA

Monday 27th March 2017 Capel Village Hall at 7:30pm

**TO:** Cllrs Mrs Fenton (Chair), Patterson (Vice Chairman), Mackonochie, Saunders, Sawyer, Young, Anthony, Hollamby and Parker.

### **APOLOGIES:**

Mrs Michelle Rumble – Financial Officer

Mrs Emma Ivory – Clerk to Council

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### **AGENDA**

Minute  
No

Action By

055 1) **ADMINISTRATION** Fire Exits, Sign In Sheets, Assembly Point, Mobile Phones

056 2) **APOLOGIES FOR ABSENCE**

057 3) **DECLARATION OF INTEREST & CHANGES TO REGISTER OF INTEREST**

058 4) **CHAIRMAN'S ANNOUNCEMENTS**

059 5) **QUESTION/STATEMENTS FROM MEMBERS OF THE PUBLIC**

- a) Standing orders may be suspended to hear questions/statements from members of the public received in accordance with the guidelines in the Appendix to Standing Orders.
- b) In addition to the above, Standing Orders may be dropped at the discretion of the Chair for a period of up to 15 minutes to allow members of the public to speak on items within the meeting agenda.

060 6) **APPROVAL OF MINUTES**

- a) Minutes of the Council Meeting on 27<sup>th</sup> February 2017 to be agreed and signed as a true and accurate record.

061 7) **MATTERS ARISING FROM PREVIOUS MINUTES NOT COVERED IN CURRENT AGENDA –**

- a) Response to Clerk's request to Jeff Fenton, SpeedWatch Co-Ordinator, regarding comments previously made on the suitability of a SpeedWatch area on Colts Hill.
- b) Request for Cllr Mackonochie to research possibility of signage for Five Oak Green to encourage the reduction of speed, similar to those outside Capel Primary School.

062 8) **EXTERNAL REPORTS**

- a. **Borough Councillors Report**
- b. **County Councillors Report**
- c. **Police Report**

063 9) **COMMITTEE AND PORTFOLIO REPORTS**

a) **Finance & Resources Committee**

b) **Requests for Payments, Funds or Donations –**

- i) Request for financial contribute, up to a maximum of £750, from Capel Fete Committee for financial assistance to cover 2017 Cape Fete insurance. Insurance in 2016 was £689.75 and there is expected to be little change to the cost for 2017.
- ii) Request for contribution of £219 to replace the battery and pads for defibrillator at Capel Gym.

c) **Receipts and Payments -** February accounts for ratification and March accounts for approval for payment.

d) **Finance Risk & Audit Portfolio**

e) **Planning Committee**

f) **Flooding Committee and Portfolio**

- g) **Highways & Traffic Portfolio** – Update on traffic volume and speed in the parish.
- h) **Housing including Memorial Cottages**
  - i) **Housing**
  - ii) **Memorial Cottages** –
    - (1) Decision Required – review of quotes for replacement storage heaters and additional heaters for both memorial cottages.
    - (2) Update following HETAS inspection on self fitted log burner by tenant in No 9
  - i) **Parish Development - Recreation, Amenities, Allotments & Open Spaces**
    - i) Vacant allotments – 2
    - ii) Update on the Working Party set up to investigate the possibility of a MUGA (Multi Use Games Area) on the recreation ground, Falmouth Place.
    - iii) Update on the request from Shared Access to site a telecommunication at the recreation ground, Falmouth Place. Shared Access is an independent owner and operator of wireless communications infrastructure, leasing space on any sports facility sites to different Mobile Network Operators.
    - iv) Community Benefits Payment, Capel Grange Solar Park – Contract signed by the Chair and Vice Chair and returned to Capel Grange Solar Energy.
    - v) Decision required to commit to a contract with Capel Groundcare, Pete Bamford for either 1,2 or 3 years.
    - vi) BT Phonebox, Tudeley – defibrillator.
    - vii) Recycling Bins, Car Park, Falmouth Place
    - viii) Request from Capel Fete Committee to use recreation ground in July 2017 for annual Capel Fete.
    - ix) Replacement handwash unit in public conveniences, recreation ground, Falmouth place at a cost of £1535.27 + Vat for each unit, of which there are two – one in the male and one in the female toilets.
  - j) **Staff, Office and Administration** –

- 064 10) **PARISH MATTERS (not covered under Parish Development above)**
  - a) WW1 Commemoration Update
  - b) Update on PWCAC Fuel Assistance programme.

065 11) **CORRESPONDENCE RECEIVED**

- 066 12) **REPRESENTATION AT MEETINGS**
  - a) Review of CPC representation at meetings.

067 13) **QUESTIONS FROM MEMBERS**

068 14) **CLERK'S REPORT**

069 15) **DATE OF NEXT MEETING** – 24th April 2017