



TO ALL ELECTORS OF SHEVINGTON PARISH

PARISH COUNCIL MEETING

**THURSDAY 22 FEBRUARY 2018 ~ 7.00 P.M.
SHEVINGTON LIBRARY**

AGENDA

- 788 Apologies for Absence** - to receive apologies from Councillors.
- 789 Declaration of Interests** - to receive any declarations of interest (prejudicial or otherwise) with regard to items on the Agenda. Unless already entered in the Council's Register of Members' interests, members are required to disclose any personal interest, (which includes any disclosable pecuniary interest), they may have in any of the items included on the agenda for the meeting in accordance with the Code of Conduct adopted by the Council on 28 June 2012 and amended on 25 October 2012. Members are reminded that if they have any personal interests of a prejudicial nature or a disclosable pecuniary interest they must not participate in any discussion or vote on the matter and must leave the room. Any member needing clarification must contact the Clerk.
- 790 Matters Introduced by Members of the Public** - an opportunity for members of the public to ask questions or make observations.
- 791 District Councillors' Reports** – *for information only.*
To receive reports from District Councillors.
- 792 Minutes of the Last Ordinary Meeting of the Council (18 January 2018)**
- to consider, agree and approve the signature of the previously circulated Minutes by the Chairman as a correct record of the meeting. (enclosed)
- 793 Chairman's Report** - *for information only.*
- 794 Reports from Councillors** - *for information only*
To receive short reports from councillors about matters that are the legitimate business of the Council (Councillors are asked to advise the Clerk in advance of any reports – including the subject matter - they wish to make)
- 795 Reports from Representatives** - *for information only.*
- **Shevington & District Community Association**
 - **Crooke Village Residents' Association**
 - **Shevington Youth Club**
 - **Shevington Recreation Ground Trustees**
 - **'in Bloom' Groups**
 - **Standards & Audit Committee**
 - **Patient Participation Group**

- Shevington Rugby & Football Clubs
- Friends of Otters Croft & Crooke Woods

796 DRAFT Minutes of the Meeting of the Policy & General Purposes Committee (1 February 2018) - to receive - for information only (enclosed)

797 CCTV Data Plan and On-going Maintenance – for agreement

In December the Council agreed to support the purchase and installation of a permanent CCTV system for the ward by the District Councillors by funding the Data Plan and on-going maintenance, subject to the project's going ahead. To this end the Council set aside £1,000 in the 2018/19 budget. It has now been confirmed that Brighter Borough funding has been approved and the system will be ordered once the Parish Council has selected a Data Plan. To this end the Clerk recently attended a meeting at Central Watch to discuss the financial arrangements.

The Data Plan and the costs of on-going maintenance are purchased for a period of two years each time, with the payment being made in advance. For 2018-2020 the District Councillors will cover the first year and the Parish Council are being asked to cover the second. In future years the Parish Council will be invited to consider covering the costs for a period two years.

The annual cost of maintenance and dealing with faults is £200.

Prices for Data Sim for 2 years' airtime (payable in advance) are:

(a) 10GB - £1,350 – approximate airtime for transmission of images 20 - 30 hours per month

(b) 16GB 4G – £1,650 - approximate airtime for transmission of images 30 - 40 hours per month

(c) 32GB 4G – £2,100 - approximate airtime for transmission of images 64-80 hours per month

The lower the data plan then, the less time per month Central Watch have to dial in and access transmission from the camera.

The Police have been consulted about the Data Plan – (c) is their preferred option.

In 2018 the Parish Council will only pay half the amount quoted.

Members are invited to agree which Data Plan the Council will fund in 2018-20.

798 Preparations for the Annual Parish Meeting – for information and discussion

The agenda for this year's Annual Parish Meeting currently stands as shown below:

- **APOLOGIES**
- **MINUTES OF LAST ANNUAL PARISH MEETING**
- **MATTERS ARISING FROM THE MINUTES**
- **CLERK'S REPORT**
- **CHAIRMAN'S REPORT**
- **PRESENTATION OF ACHIEVEMENT AWARDS**
- **MATTERS INTRODUCED BY MEMBERS OF THE PUBLIC**

It follows the traditional format.

Notices announcing the meeting will (as required by law) be displayed on notice boards and on the website 14 clear days beforehand (26 February).

Invitations to members and district councillors will be sent (together with copies of the Agenda, the Minutes of the last Annual Parish Meeting, the Chairman's report and the Clerk's report) at the same time.

The Clerk's Report is currently being prepared and will be with the Chairman in the early part of this week.

Invitations to recipients of awards have been prepared and will be posted early this week.

Members are invited to discuss and agree any other possible arrangements they think should be made for this year's meeting and make suggestions for the 2019 meeting.

799 March Newsletter – for agreement

The following items have so far been received or suggested for inclusion in the March edition of the newsletter:

- a) Shevington in Bloom
- b) Forest Fold Bowling Green information
- c) 2018 Budget and Precept
- d) Dog Fouling Around Millbrook School
- e) Shevington Fete information
- f) Standard items

Members are invited to suggest other items and agree them and the above for inclusion.

800 Shevington Fete Stall – for agreement (enclosed)

Shevington Fete 2018 will be held on Saturday, 30 June and will run separately from the Annual Horticultural Show. The cost of a stall is £15.

Members are invited to consider and agree whether the Parish Council will be having an information stall as in past years.

801 Shevington Fete – Use of Parish Council Car Park – for approval

802 Christmas Decorations – for agreement (to follow)

One of suppliers of lamp standard motifs whose products were considered by the Council during the Autumn of 2018 is currently having a 'two for the price of one' sale. The LA's Street Lighting Officer has forwarded a link to the relevant catalogue. The sales rep has advised that stock fluctuates from day to day. In view of this a paper containing information as up-to-date as possible on Wednesday.

803 Permission for Memorial Plaque on Bench – for consideration and agreement

The sister-in-law of a former resident has sent this request:

“Could you help us to place a brass plaque on one of your existing benches in your memorial garden in Shevington in memory of my Brother in law Michael Glanfield who was born in Shevington but sadly died in June last year we would also like to plant a buddleia shrub near to the bench in memory of him. If you could let me know if this is possible and the cost we would be grateful.”

All benches in the Memorial Garden are already dedicated, as are those outside the play area. The only benches on which a memorial plaque could possibly be placed are the two on the park's boundaries with Shevington Lane and Church Lane and the bench at the side of the paved footpath close to the northern entrance. There is space at the side of all three for a buddleia.

Members are invited to consider the request and a response.

804 Vicarage Lane Fields – Community Building – for information only

A representative of the sports clubs will give a verbal report on progress with the community building.

805 Vicarage Lane Fields Working Party – Update – for information only

Arrangements have been made for members of the working party to meet with the Trees & Woodlands Officer this coming Tuesday. The Chairman will provide a verbal report on the meeting with the officer.

806 Clerk's Report - for information only (to follow)

807 Financial Aid Applications - to receive for consideration / approval.

808 Payments, Income & Bank Balances – for approval. (to follow)

As very few invoices have so far been received and several more are expected, the schedule will be circulated on Wednesday.

809 Planning Applications – to consider for comment / receive updates.

At the time of preparation of the agenda there were no new planning applications to bring to the Council's attention.

810 Next Meetings:

1 March (Policy & General Purposes and Finance Committees);

15 March (Annual Parish Meeting)

29 March (Council) – *for agreement* (correspondence to follow)

POTENTIAL CONFIDENTIAL ITEMS

811 Vicarage Lane Allotments Lease – *for information and approval* (enclosed and to follow)

812 Achievement Certificates – *for approval* (to follow)

813 Memorial Park Maintenance Contract – *for approval* (to follow)

814 Planters Maintenance Contract – *for approval* (to follow)

815 Litter Collection Contract – *for approval* (to follow)

OPEN TO THE PUBLIC AND PRESS

K Pilkington

(Clerk)