**Minutes & Actions from Pailton Parish Council Meeting 16th May 2016**

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| **Agenda**  **Reference** | **Action / Decision / Note** | **Details** | **Assigned to** | **To be completed**  **by** |
| **04/1** | **ACTION** | Write to RBC works Unit and ask them empty the playing field bins and make these part of their regular collection | **CLERK (??)** |  |
| **05/1** | **NOTE** | No request for Disclosable Pecuniary Interests dispensations received | **N/A** | **N/A** |
| **05/2** | **NOTE** | Discussion about the white lion  Suggested that the PC place an advert in Daltons weekly advertising that the fact that there is a pub available and linking people to the Criterion website  PC to ask Criterion for the details of what they are looking for (tenure, cost of leas etc.)  Register the White Lion as a village community asset (process already begun) | **CLERK (JB)**  **CLERK (JB)**  **CLERK (JB)** |  |
| **05/3** | **NOTE** | Accept apologies and record those present  Apologies – Jo Pharoah  Present – Cllr’s AG, SB, SR, JB | **N/A** | **N/A** |
| **05/4** | **NOTE** | The Minutes of the April meeting were approved (Proposer SB, Seconded SR) | **N/A** | **N/A** |
| **05/5** | **NOTE** | Matters arising from the minutes, were discussed and any updates / actions are recorded in these minutes | **N/A** | **N/A** |
| **05/6** | **NOTE** | Election of new councillor – no applications have been received | **N/A** | **N/A** |
| **05/7** | **NOTE** | **Reports**  **LF** updated the council with Village hall and noted the success of the recent Live & Local Event.  Village Hall AGM will be on 24th May – all welcome  **Cllr PMJ** updated the council on WCC activities and noted the main topic for discussion is the proposed combined authorities which will be discussed in detail in the coming days  Cllr AG updated the Council with activities from RBC and noted the election results and forthcoming full council meeting | **N/A** | **N/A** |
| **05/8** | **ACTION** | AG has confirmed that there is no objection to Western Power laying an underground cable to a new lamp on Lutterworth Rd. Ag to liaise with Western Power to request that they carry out this work or advise him if there are further objections | **AG** | **Next Meeting** |
| **05/10** | **NOTE** | JB gave an update from the Village Plan sub-committee and noted that the next step is to set up a review session for the general public to review the draft village survey and provide feedback before it is committed to print | **N/A** | **N/A** |
| **05/11** | **ACTION** | No further progress has been made on this. Phil Mitton from WCC has not responded to several request for an update. Cllr PMJ has been asked to get a progress update  It was also suggested that we contact Carolyn Burrows from WCC to ask her to help move things along - JB to write to Carolyn | **JB** | **Next Meeting** |
| **05/12** | **ACTION** | Magna Park Expansion was discussed  There is a forthcoming public meeting to be held in Lutterworth – no date is yet available for this. Clerk to find out  JB received a response to his enquiry to RBC and will forward this on to Councillors  Cllr Morris Jones has written to Mark Pawsey and it was agreed that the PC should also write to the MP asking for support. | **CLERK (??)**  **JB**  **CLERK (JB)** | **31/5**  **31/5**  **31/5** |
| **05/13** | **ACTION** | The Balancing ponds were discussed again. No further progress has been made. AG to speak to Ian Dew to see if he could suggest a suitable design | **AG** | **Next Meeting** |
| **05/14** | **DECISION**  **ACTION** | It was decided after discussion to keep the rule for no dogs in the playing fields | **AG** | **Next Meeting** |
| **05/15** | **DECISION**  **NOTE** | It was decided after discussion that the cleaning of the war memorial would be done on a voluntary basis by residents  It was noted that Hazel Rowthorne has kindly volunteered to re-paint the lettering |  |  |
| **05/16** | **ACTION** | It was agreed to ask BT to tidy up the exchange grounds  It was further agreed that the council should contact RBC and ask about planting of trees along the railings down the left hand side of the exchange building  It was decided that the Council should look into purchasing flower boxes that could be fastened to the war memorial railings | **CLERK (??)**  **CLERK (??)**  **CLERK (??)** | **Next Meeting**  **Next Meeting**  **Next Meeting** |
| **05/17** | **ACTION** | It was decided to go ahead and order the new signs for the playing field gates | **AG** | **Next Meeting** |
| **05/18** | **NOTE** | There was no correspondence to report | **N/A** | **N/A** |
| **05/19** | **NOTE** | Nothing to report form the circulations | **N/A** | **N/A** |
| **05/20** | **NOTE** |  |  |  |
| **05/21** | **ACTION** | It was reported that the new fence posts that are being erected along the bridleway are in the same position as the old ones and therefore the electric fence will still be too close to the path. This will be reported to Marina | **CLERK (JB)** | **Next Meeting** |
| **05/22** | **NOTE** | No New Planning applications received | **N/A** | **N/A** |
| **05/23** | **ACTION** | In the absence of the Clerk, Cllr John Bamber will try to pull together the accounts for the year ending 31/03/2016 from the bank transaction records and receipts. It was noted that by Law the Annual return had to be completed and sent to the external auditors  In the absence of Jo Pharaoh it was agreed that the annual accounts need to be audited and then sent to the external auditors. Mike offered to help with the internal audit. Draft Annual return along with all transaction details to be provided to Mike  It was agreed that the council need to advertise for the post of Clerk with WCC. JB to circulate the job description again for agreement by the other Councillors | **JB**  **JB**  **JB** | **31/5**  **31/5**  **31/5** |
| **05/24** | **NOTE** | In the absence of the Clerk, no Financial Updates were available for the meeting | **N/A** | **N/A** |
| **05/25** | **NOTE** | **AOB**  The dates of the PC meetings for the year were proposed, Discussed and agreed as follows  June –13th June December – 5th December  July - 4th July January 2017 – 9th January  August - No Meeting February 2017 – 6th February  September – 5th September March 2017 - 6th March  October - 3rd October April 2017 – 3rd April  November - 7th November May 2017 – 8th May |  |  |
| **05/26** | **NOTE** | Date of next meeting will be the 13th June |  |  |
| **05/27** |  | Meeting Closed |  |  |