

Coxhoe Parish Council Meeting Minutes: Events, Environment and Finance Committee

Date & Time: Monday 13 May 2019 6.00pm

Venue: Coxhoe Village Hall

Councillors present:

K Simpson (Chair), D Brown, S Dunn, B Hepplewhite, W Lavelle, K Lowes, K Pounder.

Cllr Hedley had sent apologies; Cllrs agreed Cllr Simpson to chair the meeting.

Also present:

C Llewelyn, Parish Clerk.

EEF1 To elect a chair

Cllr Simpson was elected as Chair.

EEF2 To receive apologies and to approve reasons for absence

Apologies were received from Cllr C Thirlaway. **Resolved** apologies were received and accepted.

EEF3 Declarations of interest in items on the agenda

No interests were declared.

EEF4 To confirm the minutes of the meetings held on 19 November, 10 December and 25 February

Resolved (A) the minutes of the Environment Committee held on 19 November be approved, confirmed and signed as an accurate record.

Resolved (B) the minutes of the Finance Committee held on 10 December be approved, confirmed and signed as an accurate record.

Resolved (C) the minutes of the Events Committee held on 25 February be approved, confirmed and signed as an accurate record.

EEF5 To note the terms of reference approved by the council on 1 May 2019

Resolved the Terms of Reference are noted.

EEF6 Public participation

No members of the public were present.

EEF7 Update on dates of events planned by the council and others

The Clerk said the Web Admin Volunteer has set up a community events page on the website and the Clerk is in the process of asking for information on events to update the page. The following were

Resolved:

(A) the council will ask shops in the villages to take part in a Christmas window display.

(B) the council will consider events in relation to the key dates of World War 2.

(C) the Clerk to contact the War Memorials Trust to discuss potential improvements to the memorial outside Coxhoe Village Hall.

(D) list of events to be in the Chronicle.

(E) bunting is now a priority, Clerk to action.

(F) Cllr Lowes will find out more about whether Santa may be available, on the same day as the Christmas lighting event.

(G) Cllr Simpson to find out what Coxhoe School has arranged for Christmas.

EEF8 Discuss ideas and opportunities for promoting events and potential community calendar

Resolved (A) the Clerk to get potential costs of printing calendars for the next committee meeting.

Resolved (B) a photo competition should be held in each village and Cllr Simpson to include this in the next issue of the Chronicle.

EEF9 Feedback from community organisations in relation to events

No community groups were present.

EEF10 To consider the council's budget for 2019 to 20 in relation to events

A copy of the council's budget had been circulated with the agenda. More Christmas lighting was discussed; the Clerk advised this would require lamppost testing. It was **RESOLVED (A)** that the committee wishes to consider extra lights for the pit wheel.

It was **Resolved (B)** that the budget in relation to events was noted.

Cllr Lavelle left the meeting at this point.

EEF11 To consider matters related to the council's fireworks display

The Clerk said the Safety Advisory Group form had been submitted and advised on progress towards the event. The Clerk continues to explore speakers and councillors offered ideas. **Resolved** the information is noted.

EEF12 To consider planning other council events

It was **Resolved (A)** the committee wishes to consider a May Day event next year.

Remembrance

Resolved (B) the new committee of Coxhoe Village Hall is to be approached to ask what they would like to do jointly with the Parish Council in relation to remembrance.

Cllr Hepplewhite left the meeting at this point.

Christmas Tree Lighting

The planned event on 1 December was discussed. It was **Resolved:**

(A) the Clerk to ask Coxhoe Village Hall Association if they wish to be involved.

(B) the Clerk to ask the churches if they want to be involved.

(C) the Clerk to ask schools and Cllr Pounder to ask the Police Choir about singing.

(D) the officers are to draw up a plan for this event in the manner of a winter fair for the next committee meeting, including potentially refreshments such as mulled wine, chestnuts, mobile gin bar and local businesses to have stalls to create a winter fair.

EEF13 Review of parish council land ownership and lease arrangements

The Clerk had circulated a list of parish council land. The following were **Resolved:**

(A) the Clerk to write to the solicitor to ensure all land is registered along all the village greens and leading to Basic Cottages.

(B) Cllr Dunn to chase the land registry documents for the cricket field lease.

(C) the Clerk to write to Legal and General to request donation of the land by the railway gate next to the Tarka Centre.

(D) members are happy for the parish council to support Quarrington Hill Community Centre seeking to asset transfer land adjacent to the community centre.

(E) the report was noted.

EEF14 Update and review of activity in the parish in relation to the environment

Cricket Ground

The Clerk advised the builder is to begin work shortly and will be liaising with the asbestos contractor.

Resolved (A) the information is noted.

Villages' Appearance and Cleanliness

The Clerk said she has arranged for repairs to the birds mouth fencing at Bower Court.

Resolved (B) the Clerk to contact Groundwork to find out what the cost would be of them drawing up a plan including the needs of residents, businesses and the council in the area around Basic Cottages/Lowfield Bungalow.

Land Inspections

The Clerk said that regular land and tree inspections need to take place. Cllr Dunn said the county council has a tree policy and an officer who should be able to help. **Resolved (C)** the Clerk to progress.

EEF15 To consider the budget in relation to the financial year 2019 to 20

Members asked the Clerk to complete the 'committed' column. **Resolved** the budget is noted.

EEF16 Date and time of next meeting

Monday 15 July 2019 at 6.00pm at Coxhoe Village Hall.

Meeting closed 7.45pm.

Certified as a True Record:

Chair (Sign)

Date