

## GREAT LINFORD PARISH COUNCIL

---

Minutes of the Full Council meeting held on **Tuesday 16<sup>th</sup> September 2008** at 7:30pm in the Parish Office, Neath Hill Local Centre.

**Present:** Cllr Macaulay (Chair), Cllr Williams, Cllr Loftus, Cllr Ellis, Cllr Markley, Cllr Wallis, Cllr Byfield, Cllr Stabler, Cllr Allum, Cllr Brockwell, Cllr Foskett Cllr McMillan

Ward councillors - Cllr Tunney Two members of the public.

1. **Apologies** –Cllr Rose, Cllr Pickhaver, Cllr Teesdale, Cllr Tripp, Cllr Connor
2. **Declarations of Members Interests** - none declared
3. **To approve minutes of the last meeting as a true record** – this was proposed by Cllr Markley and seconded by Cllr Allum. All agreed.
4. **Matters arising (information only)** – none
5. **Resolutions** Cllr Macaulay explained that the following resolutions were to be formally adopted; they were discussed at the July meeting.
  - a. As per minutes of FGP 9<sup>th</sup> July *all agreed* to accept the payment of home to office travel expenses for Councillors for council meetings
  - b. Cllr Foskett and Cllr McMillan were co-opted for Pennyland & Bolbeck Park ward and Willen Park & Downhead Park ward respectively. *All agreed original proposer Cllr Markley*
  - c. *All agreed* to the refusal to the sub letting of the parish offices to Ward Councillors due to the conditions within the rent agreement with GLPC's landlords. *Original proposer Cllr Stabler.*

### 6. Finances

- a. Payments for September and August were proposed by Cllr Stabler and agreed by Cllr Markley. All agreed.

Items to be investigated by the PM are

- i. Utilities all the bills are higher than expected, provider to be reviewed and up to date readings made. Also the heating system and timers to be reviewed at all facilities.
- ii. Rent this is to be reviewed with the property management company

*Half yearly budget was proposed by Cllr Stabler and agreed by Cllr Allum.*

### 7. Neighbourhood Action Groups : Cllr Markley reported that

- a. Each group is to look at tasks that could be given to youth offenders
- b. At end of the year each group is to constitutionally appoint a chairperson

## GREAT LINFORD PARISH COUNCIL

---

Cllr Tunney informed the meeting that a city wide lorry park task force is being set up to tackle the problem of lorry parking across the Borough.

### 8. Recreation and Environment Committee Report

- a. Purchase of dog bin for Hammond Crest for £156 (Rec meeting 9<sup>th</sup> Sept) was *proposed by Cllr Allum and seconded by Cllr Loftus all agreed.*
- b. Moving dog bin to Conniburrow (Rec meeting 9<sup>th</sup> Sept) was *proposed by Cllr Stabler and seconded by Cllr Allum all agreed.*

Cllr Brockwell was invited to join Cllr McMillan, Cllr Allum and Cllr Foskett to create a working party to progress the ideas for Loriner Place

### 9. FGP Committee Report and issues

#### a. Planning Application

- i. 08/01490/TCA - no comments
- ii. For information proposed Vodafone base station installation on Delaware drive was reviewed. *There were no issues with this proposal*

#### b. Members & Staff Group.

- i. Cllr Ellis will chair this group.
- ii. Terms of Reference as proposed in the FGP meeting of the 3<sup>rd</sup> September were *agreed by all.*
- iii. Cllr McMillan asked that it be noted the group is to consider all the “parish team” which is made up of members and staff and would be looking at the learning and development opportunities of both parties.

- c. Giffard Park bench as per the payments schedule this resolution was agreed.

### 10. Communications Group Report

- a. Logo: the proposal from the design team was shown. As an icon the council were asked to agree to proceeding to the next stage of the design process as per previous agreement.. This was proposed by Cllr Wallis and seconded by Cllr Allum. All agreed.

Cllr Tunney suggested that GLPC take steps to copyright the logo.

### 11. PM office report

- b. The chair of each committee; Recreation & Environment, Financial & General Purpose and Communications should draw up a Terms of Reference. This will also apply to any future sub group.

## GREAT LINFORD PARISH COUNCIL

---

- c. The wording and conditions for public attendance is to be drawn up by the PM and presented at the next Full Council meeting for approval
- d. PM explained the issues with notice boards and the damage they receive. Chair requested that FGP revisit the cost and requirements of notice boards.  
The PM also requested volunteers to spring clean the notice boards. Councillor volunteers will be contacted.
- e. PM notified councillors that for the month of December M Lane will be taking over meeting & minute duties while L Martin will taking over the financial duties.

### 12. Councillor items

- a. Chair will be absent on the 21st Oct. The Vice Chair will conducted the meeting
- b. No other issues

13. **Correspondence** items were made available to all Councillors

14. **Date of the next meeting** is Tuesday 21<sup>st</sup> September at 7:30pm

The meeting closed at 8:50pm

Chair

Date

Produced Eirwen Tagg Parish Manager