

Minutes of Market Overton Parish Council Meeting

Via Zoom 6.30pm on Tuesday 3rd November 2020

2020/93	Present	Cllr. Williamson (Chairman), Cllr. Ellis, Cllr. P England, Cllr. Boyle, Cllr. Robins, Cllr. Simon, Cllr. Singlewood Parish Clerk	
2020/94	Apologies	None.	
2020/95	Public participation	No members of the public present.	
2020/96	Declaration of Interests and requests for dispensations	Cllr. Williamson & Cllr. Singlewood declared an interest in 2020/107 Local Plan due to the proximity of their residential properties to land identified in the Local Plan. Cllr. Ellis & Cllr. Robins declared an interest in 2020/104 as allotment holders.	
2020/97	To approve the minutes of the Parish Council meeting held on 3 rd September 2020.	These were approved as a true and correct record and signed by the Chairman.	
2020/98	Matters arising from the previous meeting held 3 rd September 2020 not listed separately on the agenda	• The potential donor of trees to Market Overton has had to withdraw this offer at the current time. • Hedge work to The Pinfold was completed. • Work to remove the tree stump on The Finches due to be completed w/c 9th November. • The Black Bull have confirmed that they will clear and tidy the area opposite the pub in November. • Silverwood Farms have frozen the allotment rent for the third year. They have been thanked for doing this. • Footpath has been inspected by the Rights of Way officer and the path levels will be made good as soon as possible.	
2020/99	Clerk's report and Correspondence	• Confirmation received from external auditor of final sign off of exempt status for financial year 2019/20 • Parish Forum – schedule of meeting dates circulated. • RCC Covid 19 teleconferences – resuming from 4th November.	

2020/10 0	Resignation of Cllr. E England	Cllr. E England resigned from Market Overton Parish Council. The Chairman has thanked her for her service to the Parish Council and she has confirmed that she will continue to act as Tree Warden for Market Overton. This offer is gratefully received. The casual vacancy was advertised as required and the Parish Council has now been given leave to co-opt to fill the vacancy.	
2020/10 1	Co-option of a Parish Councillor	It was proposed that Clem Singlewood be co-opted to Market Overton Parish Council. Proposed Cllr. Robins Seconded Cllr. Boyle All in favour. Cllr. Singlewood will complete an Acceptance of Office and Declaration of Member's Interests.	
2020/10 2	Communication	Cllr. Williamson emphasised that, in order to ensure that Parish Council business is completed in a timely manner, councillors should ensure that they are responding to or acknowledging emails.	
2020/10 3	Vehicle on Main Street	The truck parked on the Main Street verge has not been removed. Highways have advised that this is a matter for Environmental Health or the police. As yet, Environmental Health have not replied to the Parish Council's letter. Cllr. Williamson agreed to contact C. Cllr McCartney for assistance in obtaining a reply from RCC. It was agreed that if no response has been received or action taken by the end of November, PC Appleton will be asked to assist, subject to confirmation from Parish Councillors of this course of action.	

2020/10 4	Allotments	Further to a complaint received regarding the appearance of the allotments from the road, Cllr Williamson and Cllr. Ellis has inspected the site. A woodshed, now enclosed, is obstructing the view. Allotment holder's tenancy agreement (Section 19) permits the erection of sheds to a maximum size of 10ftx10ft, subject to permission from the Parish Council. No permission was sought for this structure and it also breaches Section 21 of the agreement prohibiting the storage of any materials, except manure in quantities required for immediate use in cultivation. It was proposed that the removal of the log store be requested, a hedge be planted to provide screening for the allotments and that an annual inspection of the allotments be completed by the Parish Council. Proposed Cllr. Robins Seconded Cllr. Boyle 6 in favour 1 abstention. It was agreed that allotment holders will be reminded of the terms of the tenancy agreement.	
2020/10 5	Village Christmas tree and lighting	It was proposed that the Parish Council fund the purchase of a village Christmas tree. Proposed Cllr. England Seconded Cllr. Simon All in favour	
2020/10 6	Neighbourhood Plan	The deadline for responses to the consultation on the Neighbourhood Plan has been extended to the end of November. Approximately 100 responses have been received to date.	
2020/10 7	Local Plan Regulation 19 consultation	It was proposed that the draft response to the consultation, as circulated to Parish Councillors, be accepted and submitted. Proposed Cllr. Boyle Seconded Cllr. Robins All in favour.	

2020/10 8	Finance report and to authorise payments of account	The current finance report (2020/114) was circulated and approved. The following payments were approved: Biffa – grass cutting £908.21 Clerk’s salary September £202.25 HMRC PAYE £151.80 Market Overton Village Hall £2018.00 Ladywell Accountancy payroll service £60.00 Clerk’s sundries – ink & postage £29.03 & £9.12 Silverwood Farms allotment rent £775.00	
2020/10 9	To agree precept request for 2021/22	It was proposed that the precept request for 2021/22 be £8220. 2020/115 below Proposed Cllr. Robins Seconded Cllr. England All in favour	
2020/11 0	Parish Council financial reserves	The following ideas for projects to be supported by the Parish Council financial reserve were discussed: • Replacing village benches • Installing a picnic table in The Pinfold • Replacement of the information signs and lecterns. • Purchasing of trees • Setting up a village youth club. It was agreed that Cllr. Singlewood would investigate further the setting up of a Youth Club and present the findings at a future meeting. It was agreed that councillors would submit any additional ideas for projects by the end of November.	

2020/11 1	Planning	Decisions received from RCC since the last meeting: 2020/0810/CAT The Hatchings, Bowling Green Lane. Reduce 1 No. Silver birch by 3 metres in height & Crown reduction by 4 metres. Granted 02/09/20 2020/0933/CAT Market Overton House, 38 Main Street T1 - Copper beech - Crown raise to 5.4m over road, prune off house to give 2.5m clearance and remove decaying branch at 10m centre of tree. T2 - Sweet chestnut - Fell (tree in decline). Granted 02/09/20 2020/0853/CAT Wisteria Cottages, 5 Berrybushes Large fir tree (Photo Fir) - fell. Area will be re planned with an apple tree. Twisted Willow - Twisted Willow - Overall crown reduction in order to reduce height to 6 metres to include reducing canopy on South side by 2-3 metres. Crown lift of 0.5-1m above garage roof. Remove 2 lateral branches overhanging garage and other buildings and reduce 1 metre from other sides to give a balanced shape. Fig Tree - Crown reduction of 2m. Removal of imbalance by 2-3m of horizontal growth on North Side. Cut back overhang of 1m to 2m on neighbouring buildings on East side and remove 1 lateral branch on the south side overhanging building. Cut back 1 metre to clear building on south and west sides. Crown lift of 0.5-1m on west side Granted 16/10/20	
2020/11 2	To agree meeting dates for 2021	The following dates were agreed: 12th January 2nd March 4th May 6th July 7th September 2nd November	
2020/11 3		The meeting closed at 8.30pm Next meeting Tuesday 12th January 6.30pm	

Finances April 2020- Mar2021 2020/114

The financial year is divided into six two-month periods.

CURRENT PERIOD: 4

INCOME	2020-21	Year to date:	
Precept:	8,520.00		8,520.00
Grass Cutting:	800.00		
Interest:			15.06
Allotment rent			20.00
Neighbourhood Plan:			
VAT;			358.60
TOTAL:			8,913.66
EXPENSES:			
Clerk's Salary:	3,200.00		1,516.90
Streetlights - electricity:	700.00		
Grass cutting:	1,100.00		756.84
Insurance:	525.00		531.80
Training:	300.00		160.00
Asset management	500.00		
Audit:	75.00		60.00
Subscriptions:	220.00		206.35
Room hire:	60.00		
Donations:	500.00		346.49
MOPA			
Village hall:	500.00		2,018.00
Misc.:			
Printing:	80.00		
Allotments:	200.00		
Website maintenance:	350.00		299.90
Payroll services:	60.00		60.00
Sundries:	150		226.08
VAT:			197.95
NP:			781.91
TOTAL:	8,520.00		7,162.22
OVERALL SURPLUS/DEFICIT:	-8,520.00		

Current a/c: at 1 Apr 2020: 1,133.76

Savings a/c: at 1 Apr 2020: 26,628.28

Adjustments:	-253.19	
2020/21 opening balance:	27,508.85	
Income to date:	8,913.66	
Expenditure to date:	7,162.22	
Surplus/deficit to date:		1,751.44
Bank balance at period end:		29,260.29

Proposed
budget
2021/22

ADMINISTRATION

Audit	75
Clerk sundries	100
Clerk salary & PAYE	3400
Training	200
Insurance	525
Room hire	60

MAINTENANCE

Grass Cutting	1100
Asset Maintenance	500
Allotments	200
Street lighting	700

DONATION S

MOPAA	
Village Hall	
Misc.	500

SUBSCRIPTIONS

LRALC	220
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ICO

OTHER

Website maintenance	350
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Payroll services	70
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Election costs	0
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Printing (APM)	80
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Zoom	140
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TOTAL	8220
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2020/115