

**Minutes of the Meeting of
Heywood Parish Council
at 7:00 pm, 11 June 2018
at Heywood and Hawkeridge Village Hall**

Members present: Cllr J Masson Cllr K Youngs Cllr E Lock
 Cllr F Morland Cllr P Thompson Cllr T Griffin
 Wiltshire Cllr J Wickham

Public forum:

- a. Mr J Morley addressed the meeting regarding planning application 18/03816/WCM.
 - b. Miss S Lock addressed the meeting regarding planning application 18/04201/FUL.
- The Chairman stated that their views would be considered later in the meeting.

17. Acceptance of Office: the Chairman, Cllr J Masson, signed the Acceptance of Office Form, which was witnessed by the Proper Officer (Mrs A Bizeray, Clerk).

18. Apologies for absence: none.

19. Declarations of interest: none.

20. Minutes of Annual Parish Council meeting held on 14 May 2018: Cllr F Morland pointed out two issues in the draft minutes to which he objected:

20.1 - minute #9.2 re planning application 18/03816/WCM. The Chairman amended the minutes accordingly, to show the resolution as being "no objection" in lieu of "no comment", and to record that Cllr Morland voted against the proposal.

20.2 – minute #11.2 re approval of Council documents. The Chairman redacted the words following "Standing Orders" and "Code of Conduct".

Cllr K Young objected to the correction at point 20.1 above and therefore refused to sign the minutes as Chair of the May meeting, and it was resolved that Cllr Masson should sign in his stead.

21. Update on items outstanding from last meeting: the Clerk was asked to submit the appropriate response to the planning application 18/03816/WCM.

22. Co-option of Councillor: there were no applicants for consideration.

23. Planning Applications:

23.1	18/04201/FUL	Land at Church Rd, Heywood	Resolved to object, on same grounds as previous applications ie 16/06088/FUL & 17/12124/VAR
23.2	18/03816/WCM	Northacre Renewable Energy – Advanced Thermal Treatment Facility	See minute 20.1 above.
23.3	18/04651/FUL	11c Church Rd, Heywood	Resolved not to object.
23.4	18/04276/FUL	The Old Tythe Barn, N Bradley	Resolved not to object.
23.5	18/01372/FUL	Brook Hall Farm, N Bradley – amended plan	Resolved to make no further comment on amendment.

24. Highways issues:

24.1 The Parish Steward task list and the Online Report #2222778 regarding the state of footpaths along A350 between Park Lane and the railway bridge were considered as to date no action appears to have been taken. It was resolved to ask the Clerk to resubmit the requests.

24.2 The removal of the dog waste bin from outside 7 Hawkeridge Park (originally discussed at the

meeting in April 2018) is still causing problems in the area. Cllr J Wickham asked the Clerk to send details to him for further investigation. The Council noted that this may result in additional expenditure to purchase a replacement bin.

25. Clerk's report:

25.1 It was resolved to approve the Privacy Notice for use on the website, and to adopt the email disclaimer if appropriate.

25.2 There were 560 hits on the website in May, and 163 to date in June 2018.

25.3 Nothing to report.

26. RFO's report:

26.1 The accounts for the year ended 31 March 2018 were approved.

26.2 The Chairman and Clerk signed Section 1 of the Annual Governance and Accountability Return 2017/18.

26.3 The Chairman and RFO signed Section 2 of the Annual Governance and Accountability Return 2017/18.

26.4 The Certificate of Exemption confirming that the Parish Council had not received gross income, nor incurred gross expenditure, exceeding £25,000 during the year, was signed by the Chairman and RFO.

26.5 The Period for the Exercise of Public Rights was confirmed as 12 June to 23 July 2018.

26.6 The Parish Council resolved to approve the Asset Register and the Risk Assessment as at 31 March 2018.

26.7 The current year's financial statement to date was duly noted.

26.8 The Payment Schedule was presented, and invoices and cheque payments authorised by two Councillors. The Payment Schedule is attached at Annex A to these minutes.

26.9 It was resolved to approve the amendment to Financial Regulations 2018, primarily related to internet online banking.

In addition, under the regulation *Instructions for making payments, #11*, it was also resolved that a monthly back up of the Clerk's laptop should be saved on the Cloud, and that the portable hard disk used for interim back up should be stored outside the Clerk's home.

26.10 The application to Lloyds Bank plc for access to view banking and statements online was signed by two councillors in accordance with the bank mandate.

27. Neighbourhood Plan Steering Group (NPSG): Cllr Masson reported that the first public consultation had been held at Players bar on Wednesday 6 June, and that the next one will be on Thursday 14 June at Heywood & Hawkeridge Village Hall at 5:00 pm. Members of NPSG were asked to arrive at 4:00 pm to set up the displays. It was confirmed that the closing date for Neighbourhood Plan questionnaires is 7 September 2018.

28. Glebe Land, Heywood: Cllr T Griffin is organising community "tidy up" days at the weekend of 14/15 July, to cut the grass and make the area available for use during the summer. Cllr P Thompson proposed that this be supported by the Council, seconded by Cllr F Morland, and duly resolved all.

29. Correspondence and publications: the Council agreed to allow the Cinnamon Trust to place a poster on the website asking for volunteers in the area. The Cinnamon Trust is the national charity for the elderly and terminally ill and their pets, seeking volunteers to assist with day to day care allowing pets and owners to stay together as long as possible.

30. Date of next meeting: it was confirmed that the next meeting of the Parish Council will be held at Heywood & Hawkeridge Village Hall at 7:00 pm on Monday 9 July 2018.

31. Matters for future consideration: none.

There being no further business, the meeting was closed at 9:05 pm.

HEYWOOD PARISH COUNCIL

Annex A
to
HPC
minutes

Payments schedule

Parish Council
meeting dated 11 June 2018

	Payee	Details	Invoice no	Cheque / BACS	Chq no	Amount	Approved by 2 councillors (initials)	
1	Mrs E A Bizeray	Admin to Parish Council		CQ	829	282.66	KY	TG
2	ICO	Registration		CQ	830	35.00	KY	TG
3						-		
4						-		
5						-		
						317.66		
		Total payments				317.66		

Chairman's
signature JIM

Date 11 June 2018

Online BACS
payment(s) set up

Authorised
on n/a