

THROWLEY PARISH COUNCIL

**Monday 16th July 2018 at 7.30pm
at Parsonage Farm Conference Room, Throwley**

PARISH COUNCIL MEETING MINUTES

1. Attendees:

- Roger Clarke (Chairman)
- Tim Young
- Adam Jastrzebski
- Roger Scutt
- Rachel Cowtan (Clerk)

Apologies:

- Sian Lewis
- Alan Murphy

2. Minutes of meeting held 21st May 2018

- Re point 5, agreed to change 2nd part of honorarium to March, prior to year end.

3. Co-option update – Two candidates have separately indicated interest in the position. AJ has also confirmed the proper process for co-opting new councillors. Councillors agreed to contact both candidates and explain the new process and that they need to apply to the council via the Clerk for the position. Throwley Parish Council will also put a notice of vacancy up for the required 2 weeks and hold an election if required (i.e. receive 10 petitions or more to hold an election), or co-opt as previously planned. **ACTIONS: Clerk to send postal address to AJ. AJ to post notice up on Throwley Forstal notice board. AJ to communicate with one party regarding the change in process. RTC to discuss with other interested party.**

4. Finance update

- Clerk notified council of difficulties experienced with bank account. **ACTION: Clerk to pay outstanding invoices by cheque this week.**

5. Environment Agency. Communication request

- The Environment Agency have asked to attend a council meeting to help them to get in touch with the parishioners. As a first point of call, RTC has suggested that they write a piece in the parish magazine.

6. Any other business

- Clerk to add Colin Prescott to Parish Council Meeting invites.

- Discussed site meeting taking place and success with gaining planning approval for conversion of redundant farm buildings at Throwley Church Farm.
- Discussed email from Colin Prescott requesting Parish Council to revise our positive (with some reservations stated) response to the planning application for Old Hockley. This was considered, and TPC decided that our initial response was appropriate.
- RTC gave update on an email received from a parishioner regarding a large piece of metal dropped by the grass cutters, and also the state of the road in front of Merlewood. RTC resolved the item of the metal with the grasscutters, and also advised the parishioner that the maintenance of the unadopted road in question does not fall under the remit of the parish council.
- Outstanding GDPR email list discussed. **ACTION: Clerk to send round to councillors to identify individuals who have moved out of the area, and those who may have changed details.**
- TY raised the outstanding issue of damaged signposts. RTC has spoken to Gary Gibbs who will replace these, although it is likely that this will take a minimum of 6 months to get new signposts made up and fitted.

Time and date of next meeting: Monday 17th September 2018