

CAPEL PARISH COUNCIL

Emma Ivory – Clerk
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ALL COUNCILLORS ARE HEREBY SUMMONED to attend the Parish Council meeting of CAPEL PARISH COUNCIL to be held in Capel Village Hall, Falmouth Place, Five Oak Green at 7.30pm on 25th March 2019 when it is proposed to transact the business shown on the agenda below. The meeting will be open to press and public.

Cllrs Hugh Patterson (Chair), Maggie Fenton (Vice Chair), Charles Mackonochie, Trevor Sawyer, Robin Hollamby, Chris Parker, Jim Young, Bob Anthony & Ashley Saunders.

AGENDA

Minute
No

- 382 1) **ADMINISTRATION** Fire Exits, Sign In Sheets, Assembly Point, Mobile Phones, intention to film or record the meeting.
- a) To resolve to go into closed session and to exclude the press and public during item 389 8b Staff & Administration.
 - b) To resolve to go into closed session and to exclude the press and public during item 389.h.i Parish Development, local plan (Admissions to Meetings) Act 1960.
- 383 2) **APOLOGIES** – to receive and accept apologies for absence.
- 384 3) **DECLARATION OF INTEREST & CHANGES TO REGISTER OF INTEREST** - Declarations of Pecuniary interests on any item on the agenda. Where any councillor has a Disclosable Pecuniary Interest (as defined in the Members' Code of Conduct) in any matter to be considered at a meeting of the Council, a committee, sub-committee or joint committee, they must withdraw from the meeting room during the whole of the consideration of that matter and must not participate in any vote on that matter unless a dispensation has been obtained from the Monitoring Officer.
- 385 4) **CHAIRMAN'S ANNOUNCEMENTS** –
- a) **Annual Parish Council meeting date moved to 20th May.**
 - b) **Minerals Site Allocation Plan comments, in particular to Stonecastle /Moat Farm.**
- 386 5) **APPROVAL OF MINUTES**
- a) To consider the minutes of the Full Council Meeting of 25th February 2019 and if in order to authorise the Chair to sign as a true and accurate record.
 - b) To receive the minutes of the Planning Committee 25th February 2019.
- 387 6) **MATTERS ARISING FROM PREVIOUS MINUTES NOT COVERED IN CURRENT AGENDA**
- 388 7) **EXTERNAL REPORTS**
- a. **Borough Councillors Report**
 - b. **County Councillors Report**
- 389 8) **COMMITTEE AND PORTFOLIO REPORTS**
- a) **Finance & Resources Committee** –

- i) To make payments from 25.01.19 –24.03.19.
- ii) To receive Income and Expenditure Report for February
- iii) To note Account Balances.
- iv) Finance & Resources Minutes to be noted 4th March 2019.
- v) To agree allotment insurance

b) **Staff & Administration (Subcommittee of F&R)**

- i) Additional hours for Responsible Financial Officer to set up and maintain new website – closed session.

c) **Planning Committee**

d) **Flooding Committee**

e) **Highways & Traffic Portfolio**

f) **Housing & Memorial Cottages Committee**

g) **Recreation Ground Improvements and Regeneration Committee**

- i) Update on progress with outstanding issues regarding the MUGA on the recreation ground following meeting with HAGS.
- ii) Proposed official opening of MUGA 18th May 2019.

h) **Parish Development - Recreation, Amenities, Allotments & Open Spaces**

- i) Local Plan discussion with Stephen Baughen, TWBC – Closed session.
- ii) Update on North East Quadrant

390 9) **PARISH MATTERS (not covered under Parish Development above)**

- a) WW1 Commemoration report from Cllr Hollamby
- b) Speedwatch update
- c) Capel Community Association lease agreement legal advice update
- d) Stone Castle Liaison Committee meeting update
- e) Suggestions for request for KCC Member grant donation

391 10) **CORRESPONDENCE RECEIVED**

392 11) **REPRESENTATION AT MEETINGS**

393 12) **QUESTIONS FROM MEMBERS**

394 13) **CLERK'S REPORT**

395 14) **ADJOURNMENT TO HEAR FROM MEMBERS OF THE PUBLIC**

396 15) **DATE OF NEXT MEETING – 29th April 2019**

Legislation allows for meetings to be recorded by anyone attending. Persons intending to record or who have concerns about being recorded should please speak to the Clerk.