

## BYGRAVE PARISH COUNCIL

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**A meeting of Bygrave Parish Council Meeting was held in the Church of St. Margaret of Antioch on Tuesday 10th May 2016 at 8.00pm.**

**Present:**

Cllr Phil Hills  
Cllr James Northern  
Cllr Claire Mortlock  
Cllr Jenny Oakley  
Cllr Tristan Brenner

Mrs K Clark (Clerk)

**1. Apologies for absence**

Cllr Jenny Oakley

**2. To elect a Chairman**

Cllr Phil Hills was elected

**3. To receive the Chairman's Declaration of Acceptance of Office**

Received

**4. To elect a Vice-Chairman**

Cllr James Northern was elected

**5. To receive Declaration of office from all Councillors**

Received

**6. To update the Register of interest book**

Checked and updated

**7. To approve and sign the minutes of meeting of 12th January 2016**

Approved

**8. Finance report and expenditure approval and signing off the accounts for tax year 2015/2016**

**AON Insurance                    £520.27**

**HAPTC Annual membership    £151.33**

**K**

**Clark Clerks Float                £103.97**

**PCC – Contribution towards the maintenance of the graveyard £650.00**

**K Clark- reimbursement for phone bill £109.96**

All approved and accounts signed off to go to Internal auditor Appointed as Kingsland Accountancy Hitchin following obtaining of quotes.

**9. To approve Planning applications as notified by the District Council**

No applications

**10. Amenity area lease update**

New lease to be proposed, confirmation and terms awaited from land owner

**11. Housing plans – update on proposals**

Cllrs Hills and Northern met with the Baldock committee and have written terms of reference. Another meeting is arranged and they will both attend, at the end of the consultation period enquiries will be directed through the Parish Council. Main topics are traffic and infrastructure.

James declared a declaration of interest as a land owner and provided options to be considered for negotiation in terms of more green spaces and a bypass

**12. Update on news letter**

The updates will continue on the website going forward and a link to Rural Baldock to be added.

Highways have done the resurfacing and added the SLOW back onto the road. The beech tree has been ordered for the triangle and James will concrete around the area and add more top soil.

Dog signs have been ordered and Phil will email Janine regarding the defib, they are £1,700 each including training.

**13. To discuss parking measures to avoid parking on the side of the roads at narrow points.**

To monitor the situation, and issue reminders about parking on pavements being illegal.

**14. To confirm date and time of next meeting**

This has been set as Wednesday 21<sup>st</sup> September 2016 at 8pm