

# Hemswell Cliff Parish Council

Minutes of the Ordinary Meeting of the Parish Council held on Monday 3 October 2016 in the Room of Requirement at Hemswell Cliff Primary School.

**Present:** Councillors Beevers, Hann, Kirman (Chairman), Richardson and Clerk Tom Clay

**In Attendance:** District Councillor Howitt-Cowan, County Councillor Strange, West Lindsey District Council Officer Shay Towns and Mr Adam Duguid

**Apologies:** Councillor Prestwood

PCSO Julie McFaul

Minute Number	Item or Decision
<b><u>Procedural Items – items not requiring written notice</u></b>	
104/1617	<p><b>Declarations of interest</b> Councillor Kirman made a declaration in respect of item 13 in that she owns Flowers by Design.</p>
105/1617	<p><b>Minutes of the Ordinary Meeting Held on 5 September 2016</b> Councillor Richardson proposed that the minutes be accepted as a true and proper record of the meeting, Councillor Beevers seconded, and the minutes were approved.</p>
106/1617	<p><b>Neighbourhood Plan Committee: Minutes of the Meeting Held on 26 September 2016</b> Council noted the minutes of the Committee meeting.</p>
107/1617	<p><b>Anaerobic Digester – Planning and Site Operations</b> <b>Resolved</b> – After Mr Duguid indicated that he would be happy to take public questions it was moved that item 7 Public Questions be moved up the agenda and taken as part of this item.</p> <p>Mr Duguid gave an overview of the site and the operation. He also answered questions from Parish Councillors and the public about the recent planning application that the Parish Council had objected to.</p> <p>Mr Duguid said that he would look into arranging a tour of the facility for the Parish Council and would be in touch with the Clerk about the matter.</p>
108/1617	<p><b>Master Plan and Strategic Development Issues</b> WLDC officer Shay Towns gave a brief update about developments with the Neighbourhood Plan, the Master Plan and other strategic developments.</p>
109/1617	<b>Public Questions</b>

	This item was moved up the agenda and taken as part of item 5, Anaerobic Digester – Planning and Site Operations.
<b>110/1617</b>	<p><b>Chair's remarks</b> The Chair indicated that the issue they wished to raise were covered elsewhere on the agenda.</p> <p><b>Resolved:</b> The Clerk was asked to see if Sir Edward Leigh MP could visit the Parish in relation to transport issues.</p>
<b>111/1617</b>	<p><b>Clerk's Report</b> The Clerk reported that:</p> <ul style="list-style-type: none"> <li>• That Parish Council's new website would soon go live.</li> <li>• That Council would need to start considering next year's budget soon.</li> </ul>
<b>112/1617</b>	<p><b>Police, Crime and Anti-Social Behaviour Update</b> In PCSO McFaul's absence the Clerk made the following report known to Council:</p> <ul style="list-style-type: none"> <li>• 11/09/16 – theft of a mobile phone at the Hemswell market – enquires are ongoing.</li> <li>• 18/08/16 – ASB –eggs thrown at a vehicle on Buchanan Road.</li> <li>• 14/08/16 - Theft of a handbag on the market that was retrieved as offender ran off.</li> <li>• 12/08/16 – Noise nuisance from Buchanan Road. Music from van</li> </ul>
<b>113/1617</b>	<p><b>District and County Council update</b> District Councillor Howitt-Cowan gave a brief report to Council.</p>
<b>114/1617</b>	<p><b>Parish Councillor Update</b> Councillor Richardson reported that:</p> <ul style="list-style-type: none"> <li>• He had meet with Steve Hudson for Lincolnshire County Council and some work will be done to resolve flooding issues on the A15 in Spital.</li> <li>• Representatives of the people depositing straw in the village have indicated that they will clean up the roads and drains.</li> <li>• The Parish Council might have to use another provider of Christmas trees than the one at Fillingham.</li> </ul> <p>Councillor Hann reported that:</p> <ul style="list-style-type: none"> <li>• The Residents' group newsletter might be delivered by email in the future.</li> <li>• The Residents' Group is considering what its focus will be in the future and constitutional matters.</li> <li>• The next meeting will be on 10 October 2016.</li> </ul>
<b><u>Business Items – Items requiring written notice</u></b>	
<b>115/1617</b>	<b>Finances</b>

	<p><b>A) Payments for Approval</b> Cllr Richardson proposed, seconded by Cllr Hann, that the following payments be approved, cheques drawn up during the meeting and electronic payments made by the Clerk where indicated.</p> <ul style="list-style-type: none"> <li>• £10 – Lincs Accounting – payroll (to be paid electronically)</li> <li>• £11.19 – T Clay – topping up Council mobile phone and stamps (to be paid electronically)</li> <li>• £79.80 – RoSPA - inspection of Ball Park site (to be paid electronically)</li> <li>• £480 – Grant Thornton - Annual Return and Audit Fee (to be paid electronically)</li> <li>• £147.20 – V Kirman – RAF Hemswell Day expenses (i.e. stamps, photocopying, flowers and wreaths).</li> </ul> <p><b>Resolved:</b> The proposal received unanimous support, the payments approved, cheques were drawn and the Clerk was instructed to make electronic payments where indicated.</p> <p><b>Resolved:</b> Council noted that the following unanticipated payments were made electronically between the last ordinary meeting and this one:</p> <ul style="list-style-type: none"> <li>• £45 – Town &amp; Country Groundcare - removal of a dead tree in July 2016</li> <li>• £306.80 – Clerk’s Pay September (to be paid electronically)</li> <li>• £76.60 - HMRC (to be paid electronically)</li> </ul> <p><b>B) Bank Balances and Accounts Reconciliation</b> The Clerk updated councillors about the bank reconciliation and no questions were asked.</p> <p><b>C) Budget Monitoring</b> The Clerk updated councillors about the budget projection and no questions were asked.</p>
116/1617	<p><b>Dog Kennel Lane Bus Shelter</b> Cllr Beevers proposed, seconded by Cllr Kirman, that they would cut the brambles back and some weed killer be used.</p> <p><b>Resolved</b> - The proposal received unanimous support and the work will be carried out as soon as possible.</p>
117/1617	<p><b>Parish Council Grounds Maintenance</b> Cllr Kirman proposed, seconded by Cllr Hann, that quote 3 in the report from Murphy’s Landscaping of £1,500 be accepted, that they Clerk instruct the company to carry out the work between now and 31 March 2017 and that the arrangement be reviewed in March 2017.</p> <p><b>Resolved</b> - The proposal received unanimous support and the Clerk was instructed to make arrangements for the work to start.</p>

118/1617	<p><b>RAF Hemswell Day</b>  <b>Resolved</b> - The item would be deferred until the November 2016 ordinary meeting of Council.</p>
119/1617	<p><b>Drains Opposite 43 Capper Avenue (old Spar Shop)</b>  Cllr Kirman proposed, seconded by Cllr Hann, that the Parish Council will instruct any grounds maintenance contractor to maintain the grassed area to an adequate standard, which includes ensuring that the grass growing on Parish Council land does not obstruct the 'drains' in question.</p> <p>That the Council resolve to make no commitment to maintain, improve or repair the drains opposite 43 Capper Avenue primarily because they are not on its land and it does not own them and for the following reasons:</p> <ul style="list-style-type: none"> <li>• The Council does not want to set a precedent which would see it having to undertake similar work on privately owned land elsewhere within its boundaries;</li> <li>• the possibility that the Council would be tacitly agreeing to the ongoing maintenance of the drains in question;</li> <li>• the implication that the Council accepts any liability for the flooding of your property, which it does not;</li> <li>• that undertaking such work would be unlikely to confer a commensurate benefit to the expenditure incurred (Section 137 of the Local Government Act 1972), and;</li> <li>• that the drains in question are unlikely to be the cause of the flooding at your property.</li> </ul> <p>That Council resolves that the Chairman, Councillor Prestwood, should write a letter making clear the Parish Council's position on the issue to the resident.</p> <p>That Council also resolve to instruct the Clerk not to engage in further discussion with the resident or any other party about this particular issue because of the threat of legal action from the resident. In the future the Clerk has been instructed to send a simple acknowledgement and to raise the issue at the next ordinary meeting. A more detailed response will be sent only if members think it necessary. This arrangement will be reviewed in six months.</p> <p><b>Resolved</b> - The proposal received unanimous support and the Clerk was instructed to inform Councillor Prestwood of the Parish Council's decision.</p>
<b><u>Next Ordinary Meeting – items not requiring written notice</u></b>	
120/1617	<p><b>Items for Inclusion on the Next Ordinary Meeting Agenda</b></p> <ul style="list-style-type: none"> <li>• Christmas tree</li> <li>• RAF Hemswell Day</li> <li>• Budget preparation</li> </ul>

<p><b>121/1617</b></p>	<p><b>Actions to be Undertaken Before the Next Ordinary Meeting</b></p> <ol style="list-style-type: none"> <li>1. VK/JB to undertake work to remove brambles at the bus stop on Dog Kennel Lane.</li> <li>2. TC to inform Murphy's Landscaping that they can start work.</li> <li>3. TC/GP to write a letter to the residents about the drains issue.</li> <li>4. All members are to give consideration to items for next year's budget.</li> </ol>
<p><b>122/1617</b></p>	<p><b>Date and Time of the Next Ordinary Meeting</b></p> <p>The date of the next Ordinary Meeting of the Parish Council was confirmed as: Monday 7 November 2016, starting at 7:30pm, it will take place in the Room of Requirement at Hemswell Cliff Primary School.</p>

Meeting started at 7:30pm and closed at 9:35pm

Document published on 31 October 2016

**Signed:** .....

**Print Name:** .....

**Date:** .....