

Hemswell Cliff Parish Council

Minutes of the Ordinary Meeting of the Parish Council held on Monday 10th September 2018 in the Room of Requirement at Hemswell Cliff Primary School.

Present: Councillors Prestwood (Chairman), Beevers, Kirman (Vice Chairman), Richardson

Parish Clerk Tracey Broughton, H Reek

In Attendance:

District Councillor Howitt-Cowan – apologies have been sent

County Councillor Perraton- Williams – apologies have been sent

West Lindsey District Council Officer – Shay Towns

Members of the Public - none

Apologies:

Minute Number	Item
<u>Procedural Items – items not requiring written notice</u>	
71/1819	Apologies Resolved Cllr Prestwood, Seconded Cllr Kirman Cllr W Hann (personal) Unanimous
72/1819	Declarations of Interests None
73/1819	Minutes of the Annual Parish Council Meeting held on Monday 2nd July 2018 Resolved – Councillor Beevers proposed and Cllr Richardson seconded That the minutes be accepted as a true and proper record of the meeting. Unanimous

Minutes Verification. Signature: Date:

74/1819	Update from Neighbourhood Plan Committee Summer events have gone really well, finishing with a film showing. Chairman stated that until the End of Grant report has been completed the Neighbourhood Planning funding has been spent.
75/1819	Update from Ball Park Committee ROSPA report has been received to be reviewed at the next committee meeting. Climbing wall requires repairing. A quote will be obtained. Struggling within the committee to do the surface clean due to the task taking time and it also requires good weather. Further volunteers are sought. Have had to temporarily remove the bins. Committee is litter picking once a week. It was suggested to consider a paid handyman to litter pick the area and undertake minor maintenance. Training has been put back due to the unavailability of training dates.
76/1819	Public Questions None
77/1819	Chairman's remarks Grounds Maintenance – issues with mole hills has been resolved. Met with PSPO enforcement officers and have walked around the village. Will be more through rubbish clearance. Any rubbish should be reported. Illegal parking will be dealt with by enforcement tickets. Police presence has made a difference within the parish. Road crossing light has been reviewed. It was stated that the road light is misunderstood. It is there to warn of a bollard in the central carriage way. LCC are happy to upgrade it to LED. The light is currently not working. Bus Shelter and Memorial cleaning has taken place. Signs at the entrance to the village have been mended and replaced. Public Realm survey – requires local knowledge and is a lengthy survey. Members will look at the survey. Local Councillors Networking event has been circulated.
78/1819	Clerk's report External Audit – follow up questions Clerk explained the questions. External Auditors are happy with the outcome and the audit has been sent to the Team Leader for approval.
79/1819	Police, crime and anti-social behaviour update 53 offences in the parish in May and 23 in June. In August there were 10 offences reported. Positive Futures are making a real difference with the children in the parish.

80/1819	District and County Council update – No reports. Gulleys and drains will be repaired in September. Chairman will chase up for an update.
81/1819	WLDC Officers Report Street lights – all parish lights are managed by LCC. Three street lights are out on Louisburg. Fence project funding has been received from WLDC. HRC funding is due to be forwarded to HCPC. Shrubbery is being reviewed by a walk around with WLDC and HRC. Pot holes – large ones have been repaired, however there are some small ones that require repairing. Wooden bollards in the grass – to consider repairing, re-instating or removal. It was suggested that there are some areas that could be converted to additional parking areas. Street sign replacement programme is in place. Have asked the school to feedback regarding the road signs near the school. Review of the five-year contract at the two-and-a-half-year stage. Agenda item next Ordinary Council meeting – WLDC and HCPC commitment for the five year grounds maintenance and play area contract that is currently managed by WLDC. Costings are required for the Grounds Maintenance and Play Area maintenance are required.
82/1819	Parish Councillor update Cllr Hann Residents Group will not be running the McMillan Coffee morning on RAF Hemswell Day. Cllr Beevers Hedges are wide outside the shop. Can a request for it to be cut back be made. Cllr Kirman No Report Cllr Richardson No Report.
<u>Business Items – Items requiring written notice</u>	
83/1718	Finances A) Payments for approval Resolved – Cllr proposed, seconded by Cllr , that the following payments be approved, cheques drawn up during the meeting and electronic payments made by the Clerk where indicated.

	<p>Unanimous</p> <ol style="list-style-type: none"> 1) Total Accounting £24 July/August payroll 2) MKS Grounds Maintenance £252.00 + £126 3) Play Safety £79.80 (Rospa Inspection) 4) Open Plan £12,000 (See Appendix A & B) 5) Play Area Training £201.60 <p>Resolved – Cllr Kirman Proposed, Cllr Beevers seconded The proposal received unanimous support, the payments approved, cheques were drawn and the Clerk was instructed to make electronic payments where indicated.</p> <p>Unanimous</p> <p>Council noted that the following payments were made between the last meeting of Council and this one for contractual reasons, legal reasons, following a decision of Council or were made through delegated powers:</p> <ol style="list-style-type: none"> 1) Mrs T Broughton Clerk Pay £178.43 2) HMRC £44.80 <p>B) Bank Balances and accounts reconciliation</p> <p>These were noted.</p> <p>Resolved Proposed Cllr Kirman, Seconded Cllr Richardson To accept the accounts and reports</p> <p>Unanimous</p>
84/1718	<p>Planning Matters Council to discuss the recent applications below Application No's 138123 – Containers, 137229 – 36 Houses</p> <p>137229 – Reserved Matters has been granted. 138123 – Containers – 394 are proposed to be installed. There have been drainage issues highlighted. The developers have been advised to put a drainage strategy in. Concerns about drainage, volume of traffic and whether the containers are all one storey and would like to see landscaping plans to the front of the development</p> <p>Proposed Cllr Prestwood, Seconded Cllr Kirman To submit the above comments</p> <p>Unanimous</p>

85/1718	<p>RAF Hemswell Day Flowers – set a budget and approve – five sets of flowers at £25 per set. To agree the Budget for a Bugler - £10</p> <p>Proposed Cllr Richardson, Seconded Cllr Prestwood To spend £145 on the five sets of flowers to include November 11th Wreath. Bugler at £10 Unanimous</p>
86/1819	<p>Purchase of Flowers for Internal Auditor</p> <p>Proposed Cllr Prestwood, Seconded Cllr Beevers To spend up to £20 Unanimous</p>
87/1819	<p>Code of Conduct Council to consider adopting the new WLDC code of conduct as advised or remain with the NALC one that is currently used.</p> <p>Proposed Cllr Prestwood, Seconded Cllr Beevers To adopt WLDC Code of Conduct and members to sign the forms Unanimous</p>
88/1819	<p>Co-option</p> <p>Council to consider the Co-option of Kay Elliott to the Neighbourhood Planning Committee</p> <p>Proposed Cllr Kirman, Seconded Cllr Beevers To co-opt Kay Elliott to the Neighbourhood Planning Committee Unanimous</p>
89/1819	<p>Confirmation of New Fence Funding</p> <p>WLDC funding is in. HRC funding is due in soon.</p> <p>Few minor issues have been reported back to the contractor. A further review of the fence will take place soon with the contractor. There has been some damage on the fence for unlawful access. This will be monitored by the local police.</p>
90/1819	<p>Appointment of New Parish Clerk</p> <p>Resolved Proposed Cllr Beevers, Seconded Cllr Richardson To offer the position to the preferred candidate. Unanimous</p>

91/1819	<p>Grass Verges and the cutting and maintenance in the village LCC grass cutting was cut in late April 2018. Due to weather conditions excess growth has occurred and an additional flail cut has taken place on the main roads. Some of the verges have been missed in the scheduled late August cut. It was suggested to contact LCC to investigate why an area has been missed.</p> <p>Straw has been cleared at times. Drains have been flowing. It was suggested to continue monitoring.</p>
92/1819	<p>Christmas Tree It was suggested to try and locate a Christmas tree that is a reasonable price locally. It was suggested to purchase a small one to plant for future years and not have a switch on 2018.</p>
<u>Next Ordinary Meeting – items not requiring written notice</u>	
93/1819	<p>Items for inclusion on the next Ordinary Meeting agenda The following items are to appear on the agenda for the next Ordinary Meeting Adoption of Additional Grounds Maintenance and Play Area acquisition in the parish – October/November Ordinary Meeting Xmas Tree Straw on the Roads</p>
94/1819	<p>Actions to be undertaken before the Next Ordinary meeting GP email re- drains and grass verge cuttings Clerk – Code of Conduct GP to finish RAF Hemswell Day Order of Service VK to look at Public Realm Survey GP – email S Towns with dates of councillors meeting GP – email permission for Ball Park Members VK – Hemswell Court – re overhanging hedge All to monitor the road light VK – Doddington Hall re Christmas Tree</p>
95slo/1819	<p>Date and time of the next Ordinary Meeting The date and time of the next Ordinary Meeting of the Parish Council was confirmed as: Monday 1st October 2018, starting at 7:30pm. The meeting will take place in the Room of Requirement at Hemswell Cliff Primary School.</p>

Meeting started at 7:30pm and closed at 22.02

Document published on

Signed:

Print Name:

Date:

Minutes Verification. Signature: Date: