Hemswell Cliff Parish Council

Minutes of the Ordinary Meeting of the Parish Council held on Monday 7 January 2019 in the Room of Requirement at Hemswell Cliff Primary School.

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

Parish Clerk H Reek

In Attendance:

District Councillor Howitt-Cowan for Minutes 158 to 162

Matt Snee from Active Communities in West Lindsey for Minutes 158 to 162

Members of the Public - none

Apologies:

Minute Number	Item
Procedural Items – items not requiring written notice	
158/1819	**Apologies** Apologies for absence were received and accepted from Councillor Hann, PC Toyn and Shay Towns.
159/1819	**Declarations of Interest** Cllr Prestwood in accounts.
160/1819	**Minutes of the Ordinary Meeting held on Monday 3 December 2018** **RESOLVED:** That the minutes of the meeting be accepted as a true and proper record. All actions from the Ordinary meeting had been actioned or progressed (Minute 156 refers).
161/1819	**District and County Council update** Cllr Prestwood proposed and Cllr Kirman agreed to consider this item after the Minutes.

	Cllr Howitt-Cowan reported that he had been visiting Hemswell Cliff on several occasions over Christmas because of the straw. He had requested a meeting with Edward Leigh MP. He then gave an update on developments in Gainsborough. He was also meeting with Lincolnshire County Councillor Worth along with Councillor Jeff Summers this Friday to discuss the County wide review of Heritage services. GP had received a request from residents for a street light near to the bus shelter on the A631 from parents of pupils that used the shelter. The Clerk was asked to contact Councillor Perraton-Williams and Highways. GP to find out which bus shelter and the Clerk would find out more about the school bus services in Hemswell Cliff.
162/1819	**Positive Futures** The Chairman, on behalf of the Committee, welcomed Matt Snee who was the Everyone Active Manager for West Lindsey. This company had won the tender to deliver leisure services in West Lindsey for the next 10 years. Matt then explained his role which was to: • Provide more outreach services in West Lindsey • Develop an Active Seniors Programme which started in October 2018 • Provide support on bid writing • Provide support to existing programmes if there are gaps in current provision. An example of this was providing additional sessions to the Positive Futures Programme in the summer holidays. He had provided some leaflets of the current Active Seniors Programme. It was noted that Active Seniors was targeted at those aged 50 plus. He asked the Parish Council to determine whether there was any demand in the area for any outreach work for this programme. He cited examples of outreach programmes in Sudbrooke and Scotter. It was agreed that Matt would send a survey and a leaflet for the Parish Council to market and gain views. The survey could be analysed through Survey Monkey. Once this exercise had been completed then the Parish Council would contact Matt.
163/1819	**Update from the Neighbourhood Plan Committee** There had been no meeting held in December. The Clerk had contacted Nev Brown at West Lindsey District Council about the End of Grant Report who advised to contact Neighbourhood Planning and they had forwarded the query onto Localities.

164/1819	**Update from the Ball Park Committee** A meeting had been held prior to this meeting. Cllr Prestwood advised that a date would be organised for furniture staining in March or April depending on the weather. Any member of the Parish Council could volunteer. He added that he would need to purchase more fuel.
165/1819	**Public Questions** A question had been received from a member of the public about the gullies and road sweeping. He would reply on the road sweeping but the gullies work was supposed to have been completed by December so this would need checking with Highways.
166/1819	**Chairman's remarks** a) The Clerk had circulated LALC's training programme for 2019. He was considering a Chairman and Clerk course in July. If any Councillor wanted to attend any training then please notify the Clerk. b) The signs had arrived about not parking on public space. Once they had been installed then the Parish Council would publicise this and the consequences. c) Positive Futures had not submitted a grant application so it was assumed that they had sufficient funding from WLDC. d) Bus Shelter on Dog Kennel Lane. He had given the quotes to Duguid's. Initially the company considered that it could obtain the materials and repair the shelter but this had not been possible. They would now claim through their insurance to install a new shelter. They would keep him updated because the noticeboard needed removing and the Parish Council would need to agree the design. e) Handyman – He had made further enquiries about the possibility of a handyman.
167/1819	**Clerk's report** Nothing to report.
168/1819	**Police, crime and anti-social behaviour update** Cllr Prestwood had receive an update from PC Toyn. During November one incident had been logged. The Parish Council congratulated PC Toyn on his hard work during the year.

169/1819	**WLDC Officers' Report** An update from Shay Towns was read out by the Chairman. She provided a grounds maintenance quote which was more expensive than the current contract. The quote was based on 20 cuts per annum. She also mentioned that the cut back of hedges had exposed a large collection of litter. The Parish Council considered that this was rubbish accumulated over time as opposed to the dumping of litter. These issues would be discussed at the February meeting.
170/1819	**Parish Councillor update** **Cllr Kirman** VK reported that residents could now pay for next year's green bin collection by WLDC. She also asked for progress on the hedge at Hemswell Court. The Clerk was asked to contact Highways. **Cllr Beevers** She had had difficulty access the Post Office noticeboard. Cllr Richardson would do so in the interim. **Cllr Richardson** He referenced problems on the A15 at Spital in relation to flooding. He referred to an email with Highways on 23 September 2016 and subsequent chasing up in 2017 by Councillor Perraton-Williams. To date, no remedial action that had been agreed with Highways had been completed. The Clerk to follow this up with Highways. He had noticed that the memorial was covered with moss. It was agreed that GP would obtain him the moss killer that the Parish Council had. The village signs may need to be updated this year. He would inspect and take photographs in March.
Business Items – Items requiring written notice	
171/1819	**Finances** **A) Payments for approval** **Resolved:** That the following payments be approved, cheques drawn up after the meeting and electronic payments made by the Clerk where indicated (all costs include VAT where applicable:

1) MKS Grounds Maintenance – £108 for December and £265.20 for memorial hedge cutting.
2) Rialtas Business Solutions Limited - £142.80
3) 24/7 Glazing and Locks (bus shelter repair) £145.00
4) Cllr Prestwood (1 & 1 Mail Boxes) £7.16
5) Total Accounting - £24.00

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:

1) H Reek Clerk Pay for November - £267.85
2) HMRC November - £67.00
3) R Reek Clerk Pay for December - £216.87
4) HMRC December - £54.20.
5) LALC Clerks Training Day - £27.50
6) Cllr Prestwood (1 & 1 Instant Domain) £7.13

B) Bank Balances and accounts reconciliation

The Chairman and Clerk had completed analysis on the spend for this year. There were issues with the amount carried forward from 2018/19 not being included in this year's monitoring. On current spend it was estimated that there would be an underspend of just over £2,000. The bank reconciliation for December had been completed.

C) 2019/20 Precept

GP circulated a spreadsheet setting out possible spend for 2018/19 which was considered line by line at the meeting. There was also discussion about other possible expenditure. WLDC had also sent the final calculator for the Council Tax precept. He had calculated three potential precepts:

- Option 1: £12,235 which was an 8.57% increase
- Option 2: £11,755 which was a 4.1% increase
- Option 3: £12,000 which was a 6.4% increase

Based on the discussion, it was

RESOLVED:

(1) That the final precept for 2019/20 be agreed at £12,235 equating to an 8.57% increase on a Band D property (Option 1).
(2) That the Clerk submit this figure to WLDC by 25 January 2019.
(3) That the Chairman and Clerk carry out further work on next year's budget for consideration by the Parish Council.

172/1819	**Planning Matters** No new planning applications to consider at this meeting.
173/1819	**War Memorial Grant** VK had looked at the application form and would complete it in the next month.
174/1819	**Grit Bin Spital Lane** The cost of a Grit Bin would be £225.80 including VAT. **RESOLVED:** That the Clerk purchase a yellow Grit Bin for delivery to the Chairman's house for siting in Spital. JR would agree the exact location.
175/1819	**Straw on the Road** JR circulated photographs of straw on the roads and footpaths in Spital and Hemswell Cliff. GP had contacted the company and the sweeper had broken down. The company had arranged for a contractor to clear the straw tomorrow. Cllr Howitt-Cowan had received a number of complaints and was arranging a meeting with the local MP and GP to consider how we could prevent this happening in the first place. It was also agreed to email Cllr Perraton-Williams on this issue.
176/1819	**First Aid Course** The Clerk had contacted organiser of the course who was not back in the office until 17 January 2019. Agreed to defer to the next meeting.
Next Ordinary Meeting – items not requiring written notice	
177/1819	**Items for inclusion on the next Ordinary Meeting agenda** The following items are to appear on the agenda for the next Ordinary Meeting: • Grit Bin Spital Lane siting. • War Memorial Grant. • Request for street light. • Straw on the Road. • First Aid Course.

	• Budget 2019/20 (by March meeting) • RAF Hemswell Day 2019 (defer to a later meeting)
178/1819	**Actions to be undertaken before the Next Ordinary meeting** HR – chase up End of Grant Form. HR – send final precept. HR – purchase a new Grit Bin. ALL – Inform the Clerk of any training required (provided by LALC) GP – contact the member of the public responding to gullies and roadsweeping. GP – send map of Grit Bins to the Highways Officer. HR – find out more information about the First Aid courses. HR – Chase up outstanding Highway issues and inform Councillor Perraton-Williams GP – give the moss killer to JR HR – check school bus routes in the village GP – speak to parents about the street light request
179/1819	**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 4 February 2019, starting at 7:30pm. The meeting will take place in the Room of Requirement at Hemswell Cliff Primary School.

Meeting started at 7:30pm and closed at 9:33pm

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Signed: ……..

Print Name: ……..

Date: ……..