

Hemswell Cliff Parish Council

Minutes of the Ordinary Meeting of the Parish Council held on Monday 2 December 2019 in the Room of Requirement at Hemswell Cliff Primary School.

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

Parish Clerk H Reek

Members of the Public – none.

County Councillor Perraton-Williams (Minutes 161 to 172)

District Councillor Paul Howitt-Cowan (Minutes 161 to 183)

Minute Number	Item
<u>Procedural Items – items not requiring written notice</u>	
161/1920	<p>Apologies</p> <p>Apologies for absence and the reason was accepted from Cllr Hann and apologies were also received from Shay Towns from WLDC and PCSO Julie McFaul.</p>
162/1920	<p>Declarations of Interest</p> <p>None.</p>
163/1920	<p>Public Questions</p> <p>None.</p>
164/1920	<p>Minutes of the Ordinary Parish Council Meeting held on Monday 4 November 2019</p> <p>RESOLVED:</p> <p>That the minutes of the meeting be accepted as a true and proper record.</p> <p>All actions from the meeting had been actioned (Minute 159 refers) except for the following which was still work in progress:</p> <p>GP – Alter the benches. HR- Seek quotes on the village signs.</p>
165/1920	<p>Police, crime and anti-social behaviour update</p> <p>The Chairman read out an update from the Police in relation to incidents in the previous month.</p>

166/1920	<p>District and County Council update</p> <p>Cllr Perraton-Williams had contacted highways regarding progress with the hedge. It was noted that the flooding on the Harpswell roundabout was being investigated.</p> <p>Cllr Howitt-Cowan had circulated his report prior to the meeting. He was congratulated for continuing his role as Chairman of the Friends of the Old Hall. He had also met with the Police Commissioner about maintaining a police presence in the village. The District Council had been asked to financially support the Youth Club. He would speak with officers about CCTV for 2020/21.</p>
167/1920	<p>WLDC Officers' Report</p> <p>Shay Towns had sent an update prior to the meeting. She provided an update on the development of the Youth Club. The Chairman had met with HRC about play parks and the Parish Council would receive a revised proposal in due course.</p>
168/1920	<p>Update from the Ball Park Committee</p> <p>The Chairman reported that the signs had not been damaged and the new ownership sign would be installed. He would be purchasing fuel for the leaf blower.</p>
169/1920	<p>Update from the Neighbourhood Plan Committee</p> <p>Cllr Kirman reported that a community engagement event had been held on 21 November and five people had attended. Approval had been given for AECOM to carry out a housing needs assessment and an additional £4,050 had been received in technical grant. It was hoped that a further grant would be applied for in January subject to completion of an End of Grant report as the Parish Council could not be given more than £9,000 at any one time. A draft Plan should be available by Christmas.</p>
170/1920	<p>Chairman's remarks</p> <ul style="list-style-type: none"> a) RAF Hemswell Day: The Chairman read out a letter of thanks from an attendee to the event. It was noted that a Bugler was definitely needed and we should have an order of service and ensure we run to the publicised times. b) Grit Bins: Grit Bins had been checked at Hemswell Court and Canberra Crescent.
171/1920	<p>Clerk's report</p> <ul style="list-style-type: none"> a) The Clerk would circulate a request to support a campaign for a Local Electricity Bill.

	<p>b) CallConnect had Christmas offers on their fares and a poster would be put on the noticeboard.</p> <p>c) Shay Towns was seeking a quote from Altitude Services for a street light.</p> <p>d) Citizen's Advice had sent a letter for grant funding in 2020/21 and the Clerk would check the policy and send them a form.</p>
172/1920	<p>Parish Councillor update</p> <p>Cllrs Beevers, Kirman Sankey All matters were considered else on the Agenda.</p> <p>Cllr Richardson He reported that virtually all of the industrial area is now fenced. The memorial flowers looked very nice especially the red roses and would last another week or two. The layby on Dog Kennel Lane had been damaged by a large vehicle. He had checked some of the grit bins and the one on Spital Lane and Canberra Crescent needs additional grit. It was agreed that the Chairman and Cllr Richardson would organise that.</p> <p>Cllr Shaw He raised the issue about parking on the grass. It was agreed to report this to WLDC and HRC.</p>
<u>Business Items – Items requiring written notice</u>	
173/1920	<p>Finances</p> <p>A) Payments for approval</p> <p style="text-align: center;">Resolved:</p> <p>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):</p> <p style="padding-left: 40px;">1) Helen Reek – reimbursement for the colour palette - £14.99 Total Accounting Payroll £20 (plus VAT)</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> <p style="padding-left: 40px;">1) H. Reek Clerk Pay for November – to be confirmed by email 2) HMRC November – to be confirmed by email 3) Glendale Managed Services - £174.53 (plus VAT)</p>

	<p>(Note: email was sent on 3 December 2019 and Clerk Pay was £244.25 and HMRC was £61).</p> <p>B) Budget 2019/20</p> <p>The budget monitoring for period 8 (November) had been emailed prior to the meeting and copies provided at the meeting. It set out the commitments and provided comprehensive information for Cllrs. The current budget position was noted.</p> <p>C) Precept 2020/21</p> <p>To be considered at the January meeting.</p>
174/1920	<p>Planning Matters</p> <p>Planning application 139947 in relation to Land West of Lancaster Green was on the District Council's website in relation to complying with a noise survey.</p>
175/1920	<p>Allotments</p> <p>A meeting with those interested in an allotment had been held on Wednesday 6 November 2019. It was agreed to set up a committee which would be chaired by one of the residents. The Chairman would be on the Committee. A local resident had over 20 years of experience with allotments and would provide expertise. Two residents had withdrawn. One of the residents was seeking quotes for the fencing.</p>
176/1920	<p>Bus Shelter</p> <p>Following discussion, the colour of the bus shelter would be RAL 2002 Laubgrun 6002.</p>
177/1920	<p>Straw on the Road</p> <p>The Chairman had contacted the manager and removing the straw has continued. It had been difficult because of the constant rain.</p>
<u>Next Ordinary Meeting – items not requiring written notice</u>	
178/1920	<p>Items for inclusion on the next Ordinary Meeting agenda</p> <p>The following items are to appear on the agenda for the next Ordinary Meeting:</p> <ul style="list-style-type: none"> • Precept 2020/21 • Allotments • Village Signs

	<ul style="list-style-type: none"> • Bus Shelter • Tree Works • Play Parks • Standard items for the Annual Parish Council meeting
179/1920	<p>Actions to be undertaken before the Next Ordinary meeting</p> <p>HR – Circulate the email about the Local Electricity Bill. HR – Chase the street light request GP – Alter the benches AS/HR – Report on the three quotes for tree works HR – Report on the village signs HR – send out CAB grant report and check the policy. JR/GP – fill up the grit bins</p>
180/1920	<p>Date and time of the next Ordinary Meeting</p> <p>The date and time of the next Ordinary Meeting of the Parish Council was confirmed as Monday 6 January 2020, starting at 7:30pm. The will take place in the Room of Requirement at Hemswell Cliff Primary School.</p>
181/1920	<p>Exemption</p> <p style="text-align: center;">RESOLVED:</p> <p>That the meeting move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed in relation to the tenders.</p>
182/1920	<p>Tree Works</p> <p>Cllr Shaw had contacted a number of companies and had met with three. To date one quote had been received so this item was deferred to the next meeting.</p>
183/1920	<p>Village Signs</p> <p>The Clerk had now contacted three companies for quotes for the signs. This item was deferred to the next meeting.</p>

Meeting started at 7.30pm and closed at 8.49pm

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