

# Hemswell Cliff Parish Council

**Minutes of the Ordinary Meeting of the Parish Council held on Monday 6 January 2020 in the Room of Requirement at Hemswell Cliff Primary School.**

**Present:** Councillors Prestwood (Chairman), Beevers, Hann (Minutes 190 to 206), Richardson and Shaw.

Parish Clerk H Reek

Members of the Public – none.

District Councillor Paul Howitt-Cowan (Minutes 184 to 190)

<b>Minute Number</b>	<b>Item</b>
<b><u>Procedural Items – items not requiring written notice</u></b>	
<b>184/1920</b>	<p><b>Apologies</b></p> <p>Apologies for absence and the reasons were accepted from Cllrs Kirman and Sankey. Apologies were also received from County Councillor Perraton-Williams, Shay Towns from WLDC and PCSO Julie McFaul.</p>
<b>185/1920</b>	<p><b>Declarations of Interest</b></p> <p>Cllr Prestwood in accounts.</p>
<b>186/1920</b>	<p><b>Public Questions</b></p> <p>None.</p>
<b>187/1920</b>	<p><b>Minutes of the Ordinary Parish Council Meeting held on Monday 2 December 2019</b></p> <p><b>RESOLVED:</b></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 179 refers) except for the following which was still work in progress:</p> <p>AS/HR- Report on the three quotes for tree works HR – Report on the village signs.</p>
<b>188/1920</b>	<p><b>Police, crime and anti-social behaviour update</b></p> <p>The Chairman read out an update from the Police in relation to incidents in the previous month.</p>

<b>189/1920</b>	<p><b>District and County Council update</b></p> <p>Cllr Howitt-Cowan had circulated his report prior to the meeting and highlighted the main issues. The new waste collection depot would be sited just off Caenby Corner towards Bishop Norton. He also noticed that the straw was bad on the roads the previous Saturday.</p> <p>Sir Edward Leigh MP had asked the District Council if there were any issues that needed to be raised at Westminster. It was agreed to submit issues with the transport of straw such as having a requirement to use covered lorries.</p>
<b>190/1920</b>	<p><b>WLDC Officers' Report</b></p> <p>Cllr Shaw was advised to contact WLDC managed estates team about lines on the road.</p>
<b>191/1920</b>	<p><b>Update from the Ball Park Committee</b></p> <p>The Committee had met prior to this meeting. The Chairman was going to obtain quotes about the maintenance of the astro turf and report back.</p>
<b>192/1920</b>	<p><b>Update from the Neighbourhood Plan Committee</b></p> <p>The Clerk had submitted an End of Grant Form to Localities for the £4,950 provided in July 2019. It was hoped that this would result in the final technical grant funding of £4,000 being released in this financial year. The Clerk had also submitted an application for AECOM to carry out the Strategic Environment Assessment. The Housing Needs Assessment was currently being carried out. Open Plan had produced a first draft of the Neighbourhood Plan.</p> <p>The next meeting was being held on 13 January 2020.</p>
<b>193/1920</b>	<p><b>Chairman's remarks</b></p> <ul style="list-style-type: none"> <li>a) GP had altered the benches and would arrange for JR and him to take them to the memorial and secure them.</li> <li>b) Grit Bins: He thanked JR for helping fill the grit bins.</li> <li>c) Crime survey: The Clerk had circulated the Police and Crime Commissioner's survey and he recommended that everyone completed it.</li> <li>d) Local Electricity Bill: It was agreed not to support the Bill.</li> <li>e) Chief Executive's: It was noted that both Lincolnshire County Council and West Lindsey District Council had appointed new Chief Executive's.</li> </ul>

<b>194/1920</b>	<p><b>Clerk's report</b></p> <p>The Clerk would circulate an email from WLDC about nominating for the Community Awards.</p>
<b>195/1920</b>	<p><b>Parish Councillor update</b></p> <p><b>Cllrs Beevers, Hann and Shaw</b> All matters were considered else on the Agenda.</p> <p><b>Cllr Richardson</b> He had been receiving complaints about noise from the industrial area. It was suggested to report this to the Environment Agency.</p> <p>He had cleaned up the memorials the previous Saturday. The big wreath was still in good condition so it had been left.</p> <p>He had walked around the village side of the industrial area and mentioned gates being left open near Blenheim House and other observations. It was agreed to ask the District Councillor about this at the next meeting.</p> <p>He was going to raise the east side footpath along the A15 with County Councillor Perraton-Williams. The west side footpath had been cleaned.</p>
<b><u>Business Items – Items requiring written notice</u></b>	
<b>196/1920</b>	<p><b>Finances</b></p> <p><b>A) Payments for approval</b></p> <p><b>Resolved:</b></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> <ol style="list-style-type: none"> <li>1) Rialtas Business Solutions Ltd. £121 plus VAT</li> <li>2) G.Prestwood – 1&amp;1IONOS £5.94 plus VAT</li> </ol> <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"> <li>1) H. Reek Clerk Pay for December - £230.95</li> <li>2) HMRC December – £57.80</li> <li>3) Glendale Managed Services - £174.53 (plus VAT)</li> </ol>

	<p><b>B) Budget 2019/20</b></p> <p>The budget monitoring for period 9 (December) had been circulated prior to the meeting. The current budget position was noted.</p> <p><b>C) Precept 2020/21</b></p> <p>GP circulated a spreadsheet setting out possible spend for 2019/20 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 which had changed since the draft precept was agreed. He had calculated five potential precepts ranging from £12,500 (4.1% increase) to £13,000 (8.31% increase).</p> <p>Based on the discussion, it was</p> <p style="text-align: center;"><b>RESOLVED:</b></p> <p>(1) That the final precept for 2020/21 be agreed at £13,000 equating to an 8.31% increase on a Band D property (Option 1).  (2) That the Clerk submit this figure to WLDC by 29 January 2020.</p>
197/1920	<p><b>Planning Matters</b></p> <p>There were no planning applications to consider.</p>
198/1920	<p><b>Allotments</b></p> <p>The Clerk would prepare draft terms of reference and organise the inaugural meeting of the Allotments Committee. Those interested were seeking quotes for the fencing.</p>
199/1920	<p><b>Bus Shelter</b></p> <p>The Clerk had made the order for the Bus Shelter and was waiting for confirmation of the street works permit for the contractor to agree an installation date. The highways permit was outstanding.</p>
200/1920	<p><b>Grant application</b></p> <p>The CAB had submitted a Grant application form for the Parish Council to consider awarding a grant of £50 towards its operations for next year. The Parish Council confirmed that the application met its criteria.</p> <p style="text-align: center;"><b>RESOLVED:</b></p> <p>That the CAB be awarded a grant of £50.</p>

<b>201/1920</b>	<p><b>Play Parks</b></p> <p>The HRC had submitted a revised offer for the Parish Council to take on the ownership of the play parks from 1 April 2021. The Chairman summarised the detail of the offer and it was noted that a handyman would need to be recruited. There was also discussion about increasing the precept to fund ongoing costs.</p> <p>It was agreed to ask for further details on spending on play parks for at least the previous three years and to consider any recommendations from ROSPA reports. This would enable the Parish Council to make an informed decision. It was hoped that if the Parish Council did agree to take on the play parks that WLDC would fund the legal costs.</p> <p>It was also suggested to have a site meeting to visit the play parks. This would be agreed at the next meeting.</p>
<b>202/1920</b>	<p><b>Straw on the Road</b></p> <p>This matter had already been considered earlier in the meeting. It was noted that the drain had been maintained. Wet weather made it difficult to clean the straw from the roads and footpaths.</p>
<b>203/1920</b>	<p><b>Village Signs and Tree Works</b></p> <p>In relation to the tree works, one quote had been received and Cllr Shaw would contact the other two companies for quotes.</p> <p>A specification had been produced for the village sign and circulated to the three companies. Cllr Richardson would provide the Clerk with the height and size of the current post.</p>
<b><u>Next Ordinary Meeting – items not requiring written notice</u></b>	
<b>204/1920</b>	<p><b>Items for inclusion on the next Ordinary Meeting agenda</b></p> <p>The following items are to appear on the agenda for the next Ordinary Meeting:</p> <ul style="list-style-type: none"> <li>• Allotments</li> <li>• Village Signs</li> <li>• Bus Shelter</li> <li>• Tree Works</li> <li>• Play Parks</li> <li>• Grounds Maintenance</li> <li>• Standard items for the Annual Parish Council meeting</li> </ul>

<p><b>205/1920</b></p>	<p><b>Actions to be undertaken before the Next Ordinary meeting</b></p> <p>HR – Submit the final precept to WLDC                  HR – Chase the street light request                  G/JR – Fit the benches                  HR – Chase all outstanding highway matters                  HR – Pay CAB the grant                  AS/HR – Report on the three quotes for tree works                  HR – Report on the village signs                  JR – measure the sign.                  GP – share the play park information.                  HR – Organise the first Allotment Committee.                  GP – amend the specification and send out Ground Maintenance quotes.                  GP – request additional play park information.</p>
<p><b>206/1920</b></p>	<p><b>Date and time of the next Ordinary Meeting</b></p> <p>The date and time of the next Ordinary Meeting of the Parish Council was confirmed as Monday 3 February 2020, starting at 7:30pm. The will take place in the Room of Requirement at Hemswell Cliff Primary School.</p>

**Meeting started at 7.30pm and closed at 9.28pm**

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**Signed:** .....

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**Date:** .....