

Hemswell Cliff Parish Council

Minutes of the Ordinary Meeting of the Parish Council held on Monday 2 March 2020 in the Room of Requirement at Hemswell Cliff Primary School.

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

Parish Clerk H Reek

Members of the Public – one.

Shay Towns – West Lindsey District Council (Minutes 233 to 240)

PCSO Julie McFaul – Lincolnshire Police (Minutes 233 to 237)

Minute Number	Item
<u>Procedural Items – items not requiring written notice</u>	
233/1920	<p>Apologies</p> <p>Apologies for absence were received from County Councillor Perraton-Williams and District Councillor Howitt-Cowan.</p>
234/1920	<p>Declarations of Interest</p> <p>None.</p>
235/1920	<p>Public Questions</p> <p>The meeting was adjourned to allow a public question in relation to the Wold grain planning application that had been considered at the previous Ordinary Committee meeting. The member of the public had contacted the Parish Council with his comments but they hadn't been received. The Chairman would investigate further. It was noted that the Parish Council had submitted comments objecting to the planning application. The Clerk was asked to check on the procedure in relation to speaking at Planning Committee.</p>
236/1920	<p>Minutes of the Ordinary Parish Council Meeting held on Monday 3 February 2020</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 completed (Minute 228 refers) except for:</p> <p>HR – speak to neighbouring councils and LALC.</p>

Minutes Verification. Signature: Date:

237/1920	<p>Police, crime and anti-social behaviour update</p> <p>PCSO McFaul gave an update on recent reported crime. There had been 15 calls of which four were in the public interest. This included criminal damage at the antique centre, theft of a motorcycle, theft and reported car racing on the runway.</p>
238/1920	<p>District and County Council update</p> <p>Cllr Howitt-Cowan provided a written update prior to the meeting as he was attending full Council at WLDC. The Chairman read out the update at the meeting. He was arranging a day time visit to Wold Grain with members of the Parish Council.</p>
239/1920	<p>WLDC Officers' Report</p> <p>Shay provided a verbal update at the meeting. The key issues were:</p> <ul style="list-style-type: none"> • Seeking future funding for the Positive Futures programme. LCC had provided funding until the end of March. • She had brokered introductions with Active Lincolnshire and the Parish Council and school for possible opportunities with golf and cricket. • Drainage works had been completed. The soakaway held for three hours in the recent bad rainfall. • She was submitting a report to WLDC in May for approval for capital funding to be re-released. • Altitude had completed a street light survey. There was discussion at the meeting for linking Canberra Crescent to the rest of the village.
240/1920	<p>Update from the Ball Park Committee</p> <p>The Committee had met prior to the meeting. He had obtained three quotes from companies who could maintain the Astro Turf. The Clerk was asked to submit a report to the next meeting to consider the quotes and make a decision. The Tree Works had been completed reducing the risks identified in the Ball Park area of a broken tree and bough.</p>
241/1920	<p>Update from the Neighbourhood Plan Committee</p> <p>The first End of Grant report for the amount we received in July had been signed off by Groundwork. Further funding of £3,150 had been received. All funding had to be spent in this financial year. The Clerk and Open Plan were having a telephone conference call tomorrow with AECOM to start the Strategic Environment Assessment. The Housing Needs Assessment would be completed shortly.</p>

	<p>Cllr Kirman added that a draft Plan had been produced and further engagement events would be held in Spring 2020. Some elements of Carbon Management would be incorporated into the draft Plan and Design Code. The Parish Council could consider carbon management in more detail during the future.</p>
242/1920	<p>Update from the Allotments Committee</p> <p>The Chairman reported that Derek Spicer had been voted as Chairman of this Committee and the inaugural meeting had been held on 20 February. A series of actions had been identified and the Committee had received excellent advice from a local resident with experience of managing allotments.</p> <p>The Clerk was seeking funding bids for fencing to secure the site and it was intended to have six plots. The future allotment holders wanted the opportunity to prepare the ground ready for next year and accepted the risk whilst the fencing funding was being sought. The Chairman also advised that there may be the possibility that the Parish Council would need to consider some match funding.</p> <p>The Parish Council agreed with the approach and that Derek Spicer could begin marking out the allotments and the Allotments Committee members who were interested in a plot could begin preparing the ground.</p> <p>The Allotments Committee would only meet when it was required to do so.</p>
243/1920	<p>Chairman's remarks</p> <ul style="list-style-type: none"> a) The Chairman had been contacted by Active Lincolnshire and this had already been reported. b) The Chairman gave an update on the current position for reserves. The Tree Works had cost £1,500 and there was a slight reported underspend of £773 for 2019/20. A further £500 would be moved into reserves.
244/1920	<p>Clerk's report</p> <ul style="list-style-type: none"> a) The Clerk circulated details of an event being held on 19 March 2020 on Streetscape products being held with LALC. b) The Clerk was attending financial management training this week. c) The Clerk had seen a lot of information about VE day celebrations and it was noted that there wasn't the capacity to organise any events at Hemswell Cliff.

245/1920	<p>Parish Councillor update</p> <p>Cllrs Hann, Richardson and Sankey All matters were considered else on the Agenda.</p> <p>Cllr Shaw It was agreed that Shay would send him a map of allocated parking spaces.</p> <p>Cllr Kirman She had noticed two signs on the crossing near to the post office appeared to be not bolted down. The Clerk would report this through the fix my street portal. There had also been damage to a grass layby by a tractor and trailer. Details of the registration were known and would be reported to LCC.</p> <p>Cllr Beevers She reported that the noticeboard had been blown open and it appeared someone had unlocked it. She would continue to monitor the situation.</p>
<u>Business Items – Items requiring written notice</u>	
246/1920	<p>Finances</p> <p>A) Payments for approval</p> <p>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> <ol style="list-style-type: none"> 1) Total Accounting payroll £20 plus VAT 2) Open Plan for Neighbourhood Plan support - £8,722 (plus VAT). 3) Urban Arborist Tree works - £1,500 (plus VAT) 4) Transfer to reserve - £500. <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) H. Reek Clerk Pay for December - £255.20 2) HMRC December – £63.80 3) Glendale Managed Services for February - £174.53 (plus VAT)

	<p>B) Budget 2019/20</p> <p>The budget monitoring for period 11 (February) had been circulated prior to the meeting. The current budget position was noted including a reported underspend on the Neighbourhood Plan on the management report. Neighbourhood Plan spending was ring-fenced grant funding and couldn't be used for any other purpose. It was expected that the outturn figure would be approximately £773.44. The Clerk was applying for a VAT reimbursement of just under £1,900 and may have to move money from reserves as a temporary measure because of some large costs to be paid in March.</p> <p>C) Budget 2020/21</p> <p>Further to work at previous meetings, the Chairman selected a draft spreadsheet identifying budget allocation for the 2020/21 precept. It was agreed and the Clerk to enter the new budget as per the spreadsheet. Payments for LALC would be considered at the next meeting.</p>
247/1920	<p>Planning Matters</p> <p>Planning Application 140416: Comments had been submitted to WLDC. Cllr Howitt-Cowan was organising a visit during the day time. The Chairman to suggested a Wednesday as preferable or a Thursday as an alternative.</p>
248/1920	<p>Street Light on the A631</p> <p>The costs of a street light close to the bus stop on the A631 had been determined at a cost of £2,9332.77 plus VAT. The Access to Transport Funding usually offered 80% funding which would mean the Parish Council would need to match fund at a cost of £586.55.</p> <p>RESOLVED:</p> <p>That the Clerk submit a bid to the Access to Transport Fund seeking 100% funding if possible or 80% if that wasn't available.</p>
249/1920	<p>Bus Shelter and Tree Works</p> <p>The Parish Council was disappointed in the quality of the concrete base for the new bus shelter and asked the Clerk to contact the company for corrective action. No payment was to be made until this had been resolved.</p> <p>The Tree Works had been completed with the addition of removing a dead Cherry Tree and another one where it had blown over in the recent windy weather.</p>

250/1920	<p>Play Parks</p> <p>Cllr Prestwood had circulated as draft job advert and it was agreed that it would be called a Village Facility Operative. He would send it to Connie Hurd to submit in the next Trent Cliff Gazette. HR to send the Chairman some photographs of the play parks to include in the advert.</p>
251/1920	<p>Straw on the Road</p> <p>The situation continues to deteriorate because of additional journeys by the vehicles and the poor wet weather.</p>
<u>Next Ordinary Meeting – items not requiring written notice</u>	
252/1920	<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"> • HRC update as a regular item • Ball Park Astro Turf Maintenance • Standard items for the Parish Council meeting
253/1920	<p>Actions to be undertaken before the Next Ordinary meeting</p> <p>HR – Inform the Grounds maintenance contractor GP – Contact Derek Spicer re: allotments GP – Modify the poster/advert for the Village Facilities Operative and distribute ST – Send Cllr Shaw the car park layout allocations GP – Send the Clerk a map showing the location of the layby HR – Speak to neighbouring councils and LALC HR – Send photographs of play park VK – Send invoice for flowers GP – Speak to DS about the Village Facilities Operative role HR – Contact Ace shelters about the concrete base VK – Visit village sign at Haxey HR – Enter next year’s budget into Rialtas HR – Dates for next year’s meetings</p>
254/1920	<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 April 2020, starting at 7:30pm. The will take place in the Room of Requirement at Hemswell Cliff Primary School.</p>

<p>255/1920</p>	<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>
<p>256/1920</p>	<p>Grounds Maintenance</p> <p>The Parish Council considered a report setting out quotes from two companies for next year’s grounds maintenance work. It was noted that five companies had been contacted but a number declined to quote.</p> <p style="text-align: center;">RESOLVED:</p> <p>That the quote from the Glendale at a cost of £1,917 plus VAT for 2020/21 be approved.</p>
<p>257/1920</p>	<p>Village Signs</p> <p>Cllr Kirman would shortly be visiting near to the Isle of Axholme and would go and have a look at the Haxey Village Sign. If she was unable to do so then arrangements would be made for Cllr Shaw to visit Elite Signs.</p>

Meeting started at 7.30pm and closed at 10.00pm

Document published on:

Signed:

Print Name:

Date: