

Hemswell Cliff Parish Council

Draft Minutes of the Ordinary Meeting of the Parish Council held on Monday 19 April 2021 by Zoom.

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

Parish Clerk H Reek

Members of the Public – none.

Shayleen Towns – West Lindsey District Council (WLDC)

County Councillor Perraton-Williams

District Councillor Howitt-Cowan

Minute Number	Item
<u>Procedural Items – items not requiring written notice</u>	
38/2021	<p>Apologies</p> <p>Apologies for absence and the reason was accepted from Councillor Beevers. Apologies were also received from PCSO McFaul and Tracey Williams from Hemswell Residents' Company (HRC).</p>
39/2021	<p>Declarations of Interest</p> <p>Councillor Prestwood in accounts.</p>
40/2021	<p>Public Questions</p> <p>None.</p>
41/2021	<p>Minutes of the Ordinary Parish Council Meeting held on Monday 15 March 2021</p> <p>RESOLVED:</p> <p>That the minutes of the meeting be accepted as a true and proper record subject to it being noted that WLDC was considering adoption of the street lights in due course and not that it had already made the decision.</p> <p>All actions of the previous meeting had been completed except for:</p> <p>HR – Source additional Contaminated Land consultants.</p>

42/2021	<p>Councillor Vacancy</p> <p>Following the resignation of Councillor Sankey, the Notice of Vacancy had been published and there had been no requests for a by-election. WLDC has confirmed that the Parish Council could consider co-option.</p> <p style="text-align: center;">RESOLVED:</p> <p>That the co-option vacancy be advertised.</p>
43/2021	<p>Police, crime and anti-social behaviour update</p> <p>PCSO McFaul provided an update on recent reported crime in the previous month which was read out by the Chairman. There had been 7 calls of which 4 were not in the public interest. There were 2 calls for malicious communications and one for a burglary alarm but there was no burglary.</p>
44/2021	<p>District and County Councillor updates</p> <p>The Parish Council expressed concerns to Cllr Perraton-Williams about the condition of the footpath between Caenby Corner and Creampoke Crescent following the recent widening works. There had been reports of people falling. There had also been issues clearing drains near to the post office.</p> <p>Cllr Richardson also updated the County Councillor that a meeting had recently been arranged with the highway officer and local landowner in Spital in the Street about drainage issues but he hadn't heard anything since.</p> <p>Cllr Perraton-Williams would speak to highways tomorrow and report back on the drainage and footpath issues. There were no specific issues for Hemswell Cliff but she did mention the Harpswell roundabout re-surfacing works which should be completed shortly.</p> <p>Cllr Howitt-Cowan then gave a verbal update from WLDC. This included the appointment of a new Monitoring Officer and the review of the Central Local Plan and the requirement for wind turbines. He mentioned that the Hemswell Sunday market had re-opened and a funfair had recently arrived on the site.</p>
45/2021	<p>WLDC Officers and HRC report</p> <p>Shay Towns provided an update at the meeting. A contractor had been commissioned to remove the excessive street signs. The possible adoption of the play parks by the Parish Council would also need to be discussed.</p>

46/2021	<p>Chairman's remarks</p> <ul style="list-style-type: none"> • The Clerk had completed all the assignments and was now a qualified Clerk. The Clerk was congratulated on her achievement. • The repairs to the fence had been completed and crash barrier installed. • The litter bin in one bus shelter needed replacing as it had been set on fire.
47/2021	<p>Clerk's report</p> <ul style="list-style-type: none"> • The Clerk reported that WLDC was offering planning training to Parish Councillors. Cllr Prestwood requested to attend the second course on 2 June. The Clerk would inform WLDC. • The High Court was considering an application this Wednesday to extend the ability of councils to continue to hold remote meetings after 7 May.
48/2021	<p>Update from the Parish Councillors</p> <p>Cllr Kirman Cllr Kirman raised her concern about the risk of injuries in relation to the footpath previously discussed. There had also been reports about a fire where the straw was stored. Cllr Howitt-Cowan would report this to WLDC.</p> <p>Cllr Richardson He had sent the Clerk photographs of the wooden signs which were now beyond repair. Cllr Kirman had looked at the signs in Haxey produced by Elite signs. Both Cllr Kirman and the Clerk had noticed new signs in Misterton. The Clerk had details of the company that produced them and would get quotes. Cllr Richardson would be tidying the war memorial. Cllrs Richardson and Prestwood to fix the noticeboard in the bus shelter in due course.</p>
49/2021	<p>Update from the Ball Park Committee</p> <p>Cllr Prestwood gave an update about the Ball Park. Normal litter picks were continuing. He also gave an update on the moss on the outside of the ball park. By using a strimmer, it had removed the moss which might mean that we do not need STM to clean the Ball Park just yet. He had noticed moss on the tarmac.</p> <p>The Ball Park was meeting by zoom on Tuesday 27 April 2021.</p>
50/2021	<p>Update from the Allotments Committee</p> <p>The Clerk had contacted WLDC about Contaminated Land Consultants and it was suggested to contact Humber Lab. Following</p>

	discussion, the Clerk would check whether the Lincs Lab would also provide a service.
51/2021	<p>Update from the Neighbourhood Plan Committee</p> <p>Cllr Kirman gave an update. The Neighbourhood Plan Committee had met last week to agree a consultation plan to consult on the Regulation 14 Plan. Open Plan would be producing the amended Plan by 23 April for consideration by WLDC. Consultation was scheduled to start on 7 June for six weeks. It was hoped to hold a drop in event at the school in July. A leaflet would be distributed to every household.</p>
<u>Business Items – Items requiring written notice</u>	
52/2021	<p>Finances</p> <p>A) Payments for approval</p> <p style="text-align: center;">RESOLVED:</p> <p>That the following payments be approved during April 2021:</p> <ol style="list-style-type: none"> 1) LALC Annual Membership £171.09 2) Roundup Tough Weedkiller £32.78 plus VAT 3) SmartWater Annual Renewal £99 plus VAT 4) Zoom for March and April £23.98 plus VAT 5) 1&1 IONOS £7.16 <p>Council to note that the following payments were made between the last meeting of Council and this one for contractual or legal reasons, or made through delegated powers:</p> <ol style="list-style-type: none"> 1) Helen Reek Clerk Pay for March £403.14 2) Clerk Tax for \March £100.80 3) Glendale Managed Services Grounds Maintenance for April £164.49 plus VAT. 4) BHIB Insurance Renewal £617.16 5) Cllr Prestwood – fuel reimbursement £6.97 (including VAT) 6) Cllr Prestwood - oil reimbursement £10.78 (including VAT) <p>B) Revised Payroll Costs</p> <p>The Council was asked to agree the revised costs to Total Accounting for carrying out payroll.</p> <p>C) Budget 2020/21</p> <p>The budget monitoring report for 2020/21 was circulated with the agenda. The Clerk reported that some minor adjustments needed to</p>

	<p>be made to comply with the AGAR reporting requirements. This was explained in the report. The Parish Council also considered how much money to move into reserves noting that there was an underspend in this financial year due to covid.</p> <p>RESOLVED:</p> <p>(1) That Total Accounting be appointed to carry out payroll for 2021/22 at a cost of £210 plus VAT and that the Clerk seek quotes for the work next year.</p> <p>(2) That the Clerk make the final adjustments to the 2020/21 accounts to comply with the AGAR return and transfer funds to reserves ensuring that funding for the fence repairs be kept in the current account. This amount to be reported at the next meeting.</p>
53/2021	<p>Planning applications</p> <p>The Parish Council had been notified by WLDC of a reserved matters planning application reference 142659 to erect 163 dwellings considering appearance, landscaping, layout and scale following outline planning permission which was granted in 2017 on land south of the A631, Hemswell Cliff.</p> <p>During discussion, it was agreed to wait for comments from other statutory consultees before submitting any comments. The Parish Council would also reference the draft Design Code.</p>
54/2021	<p>Parish Council risk register</p> <p>The Clerk re-submitted the draft risk register which originally was considered at the previous meeting.</p> <p>There was a brief discussion about inspection of bus shelters and the Clerk to report back.</p> <p>RESOLVED:</p> <p>That the revised risk register be approved.</p>
55/2021	<p>Goal Posts</p> <p>Deferred to the next meeting.</p>
56/2021	<p>Straw on the roads</p> <p>It was noted that there had been a fire and Cllr Howitt-Cowan to report this to WLDC.</p>

Next Ordinary Meeting – items not requiring written notice	
57/2021	<p>Actions to be undertaken before the Next Ordinary meeting</p> <p>GP – Seek quotes for the replacement litter bin ALL – Consider comments for planning application 142659 and the Clerk to submit them within 28 days. HR – Include item on agenda items on the next agenda: items to include Litter Bins HR – Advertise co-option vacancy to the Parish Council HR – Source additional Contaminated Land consultants and check whether Lincs Lab can help HR – Seek quote for village signs and report back to the Parish Council HR – Close down accounts and send AGAR to the internal auditor HR – Report on goal posts HR – Award payroll to Total Accounting and seek quotes for next year. GP/JR – Fix noticeboard back on the bus shelter GP – Trial weed killer on the moss growing on the tarmac.</p>
58/2021	<p>Date and time of the next Ordinary Meeting</p> <p>The date and time of the Annual Parish Council meeting was confirmed as Monday 10 May 2021, starting at 7:30pm. It would be confirmed following the Court Case whether it would be on zoom or in the Main Hall at the School.</p>

Meeting started at 7.30pm and closed at 9.05pm

Document published on:

Signed:

Print Name:

Date: