

Hemswell Cliff Parish Council

Minutes of the Ordinary Meeting of the Parish Council held on Monday 1 February 2016 in the Room of Requirement at Hemswell Cliff Primary School.

Present: Councillors Beevers, Hann, Kirman, Prestwood, Richardson, Webber and Clerk Tom Clay

In Attendance: District Councillor Howitt-Cowan, WLDC officer Luke Brown and PCSO Julie McFaul

Apologies: Councillors Beevers

| Minute Number | Item or Decision |
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| | <u>Procedural Items</u> |
| 171/1516 | <p>Declarations of interest Councillor Kirman reiterated her declaration that she was the owner of Flowers by Design.</p> <p>Councillor Richardson asked for it to be noted that he had paid for the Christmas tree, payment for the tree should therefore go to him.</p> |
| 172/1516 | <p>Minutes of the meeting held on 4 January 2016 Councillor Prestwood proposed that the minutes be accepted as a true and proper record of the meeting, Councillor Hann seconded, and the minutes were approved.</p> |
| 173/1516 | <p>Public Questions A number of members of the public were present to discuss the possibility of establishing a neighbourhood plan.</p> <p>WLDC officer Luke Brown was present to answer technical questions.</p> <p>After discussion all members of the public held the opinion that they would like to see a neighbourhood plan established and the designated 'neighbourhood plan area' should be coterminous with the Parish Council's boundaries.</p> |
| 174/1516 | <p>Chair's remarks The Chair reported said that she would reserve her remarks for later as all the items she wished to comment on were covered by the agenda.</p> |
| 175/1516 | <p>Clerk's Report The Clerk asked that Parish Councillors send to him any anti-social behaviour or crime issues they have noticed so that he could collect a log of incidents to send to WLDC.</p> <p>The Clerk reported that he would be off work for some time at the end of</p> |

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| | February because of medical reasons. |
| 176/1516 | <p>Police, crime and anti-social behaviour update PCSO McFaul made a verbal report about crime and anti-social behaviour in the area. A number of incidents had been logged in recent weeks, which she and her colleagues were taking very seriously.</p> <p>Councillor Prestwood wished his thanks to be noted for assistance PCSO McFaul and her colleagues had given in relation to anti-social behaviour at the Ball Park.</p> |
| 177/1516 | <p>District and County Council update District Councillor Howitt-Cowan gave the following report:</p> <ul style="list-style-type: none"> • Sir Edward Leigh MP had offered to support the community with ongoing issues around the illegal encampment. • WLDC councillors are currently focusing on the upcoming budget. • The ex-MOD steering group is in abeyance while a review of the localism team is ongoing. • He has been in communication with the Leader of the Council about the need for development in Hemswell Cliff to take place north of A631. • The developer is moving ahead with the development of 40 houses near Lancaster Green and the he was monitoring the issue. |
| 178/1516 | <p>Ball Park Sub-committee update Cllr Prestwood reported that:</p> <ul style="list-style-type: none"> • The funding for further improvements has been received and tenders for the work and equipment is being sort. • There is an urgent need for two signs for the Ball Park which the Clerk will purchase under emergency powers. • The ruck in the Astroturf has been sorted out by Lightmain. • The Parish Council might need to buy equipment at a future date to sand the Ball Park facility. <p>Councillor Prestwood reported that the Ball Park committee had reviewed various options for purchasing items of equipment to help maintain the Ball Park. The Committee had recommended that a leaf blower be purchased at the cost of £160 and a weed killer pump at the cost of £8.</p> <p>Councillor Kirman proposed, seconded by Councillor Webster, that the Clerk be given the power to purchase two signs for the Ball Park. She further proposed that an item appears on the next ordinary meeting agenda to allow for the release of funds to purchase the items detailed above.</p> <p>Resolved - The proposal received unanimous support and the Clerk was asked to ensure the time appeared on the next agenda.</p> |

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| 179/1516 | <p>Councillors' Updates</p> <p>Councillor Hann reported that the Jubilee Games would be held on the same day as the Big Lunch in Hemswell Cliff.</p> <p>Councillor Prestwood asked Councillor Hann if 'no litter' signs designed by children in a competition run by the Resident's Group would go up. Councillor Hann said he would look into the issue.</p> <p>Councillor Richardson raised concerns about the amount of straw on the roads and in gardens. The straw is blowing of the back of vehicles transporting it to and from Hemswell Cliff.</p> <p>Resolved – The Clerk was asked to write an email to WLDC expressing concern about the amount of straw on roads and in gardens.</p> |
| | <p><u>Business Items</u></p> |
| 180/1516 | <p>Finances</p> <p>A) Payments made:</p> <p>The following payments were approved and cheques drawn up during the meeting:</p> <ul style="list-style-type: none"> • £290.88 – Clerk's Pay January 2016 – includes £10 for payroll, £10 for phone top-up and £54 for HMRC. • £161.81 – Glendale - Green space maintenance January 2016. • £25 – Flowers by Design - Remembrance Day wreath • £40 – Notts & Lincs Air Ambulance – Donation <p>There were insufficient cheques for the following items. The Clerk was requested to arrange for electronic payments of the following:</p> <ul style="list-style-type: none"> • £20 – Lincolnshire Lanes - Christmas Tree • £80 – LALC Annual Training Scheme – Annual Fees <p>B) Bank balances and accounts reconciliation</p> <p>The Clerk updated councillors about the bank reconciliation. No questions were asked.</p> <p>C) Financial Projection</p> <p>The Clerk updated councillors about the financial projection. No questions were asked.</p> <p>D) Donation Request</p> <p>Council to considered the funding request made by the Lincolnshire Citizen Advice Bureau.</p> <p>Cllr Prestwood proposed, seconded by Cllr Hann, that a donation of £25 be made.</p> <p>Resolved - The proposal received unanimous support and the Clerk was asked to arrange for electronic payment.</p> |

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| | <p>E) Grant application Council to considered the grant application for transparency funding.</p> <p>Cllr Kirman proposed, seconded by Cllr Webster, that the grant application be approved.</p> <p>Resolved - The proposal received unanimous support and the Clerk was asked to send the application form to the appropriate person.</p> |
| 181/1516 | <p>Neighbourhood Plan Cllr Prestwood proposed, seconded by Cllr Richardson, that the Clerk send a letter to WLDC outlining that the Parish Council and residents wish to start working towards establishing a neighbourhood plan.</p> <p>That the designated area for the neighbourhood plan would be coterminous with the Parish Council's boundaries and that the Clerk make that clear in any correspondence.</p> <p>Furthermore, that the Clerk ensures an item appears on the next ordinary meeting agenda to allow for further discussion and consideration for the issue, in particular how to proceed with consultation.</p> <p>Resolved - The proposal received unanimous support and was approved.</p> |
| 182/1516 | <p>Illegal Encampments in Hemswell Cliff Council received an update about the situation from the Clerk and were informed that no action was required at this meeting.</p> |
| 183/1516 | <p>Bye Law Resolved - The Clerk will create a final draft set of Bye Laws and that at the next ordinary meeting the Parish Council will start the process of establishing them.</p> |
| | <p><u>Next Ordinary Meeting</u></p> |
| 184/1516 | <p>Items for inclusion on the next agenda</p> <ul style="list-style-type: none"> • Purchase of Ball Park equipment • Consideration of Ball Park grant funding quotes • Consideration of grounds maintenance quotes |
| 185/1516 | <p>Date and time of next Ordinary Meeting The date of the next Ordinary Meeting of the Parish Council was confirmed as: Monday 7 March 2016, starting at 7:30pm, it will take place in the Room of Requirement at Hemswell Cliff Primary School.</p> |

Meeting started at 7:30pm and closed at 10pm

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Minutes Verification. Signature: Date:

Signed:

Print Name:

Date: