**Hemswell Cliff Parish Council**

Minutes of the ordinary meeting of the Parish Council held on 18 February 2015 in the Room of Requirement at Hemswell Cliff Primary School.

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

**In Attendance:** District Councillor Howitt-Cowan

**Apologies:** PCSO Julie McFaul and County Councillor Strange

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| **Minute Number** | **Item or Decision** |
|  | **Procedural Items** |
| **170/2014** | **Chair**  Councillor Prestwood chaired the meeting as Cllr Kirman was ill. |
| **171/2014** | **Declarations of interest**  No declarations were made. |
| **172/2014** | **Minutes of the meeting held on Wednesday 18 February 2015**  Councillor Richardson proposed that the minutes be accepted as a true and proper record of the meeting, Councillor Kirman seconded, and the minutes were approved. |
| **173/2014** | **Public Questions**  No members of the public were present. |
| **174/2014** | **Chair’s Remarks**  Cllr Kirman raised concerns about a sign installed in Hemswell Cliff by the County Council. She though it had been installed in the wrong location. Council asked that the Clerk write to the County Council asking them to move the sign and install it before Canberra Court.  Cllr Kirman reported that the site for the new anaerobic digester was being surveyed.  Cllr Kirman asked that the Council’s thanks to all those involved in the windfarm appeal be recorded. In particular she wishes to thank Cllr Richardson, Margaret Richardson and District Councillor Howitt-Cowan. The rest of the Council at this stage took the opportunity to thank Cllr Kirman for the work she put in during the appeal. |
| **175/2014** | **Clerk’s Report**  The Clerk informed Council that at the end of March those councillors wishing to seek election would need to fill out nomination forms and hand them back into the Council (Guildhall). The Clerk expected that the District Council would send other further information and that he would pass it along. The Clerk also made Council aware of the pre-election period (formally known as purdah) and the implications of that.  The Clerk informed Council that some new information had come in since the Ball Park tender paper was distributed as he had sought another quote and the cost of the insurance had come down. ‘All Cover’ risk would now be £1172.10 and ‘Impact Only’ £653.99. The Clerk said that this would not material affect the item later in the agenda and had raised it for information only.  The Clerk brought to attention and email from Anne Cater about a Focus Group on Wednesday 4 March to look into the work she had done. Unfortunately the Clerk couldn’t attend because of work commitments, however, a number of those present were already attending.  The Clerk said that he had received an email asking a question about local history. Cllr Kirman said that she might be able to help and asked the Clerk to forward the email to her.  The Clerk raised the need to re-new membership of LALC and the Training Scheme. Cllr Prestwood asked that it be put on the March Ordinary Meeting agenda. |
| **176/2014** | **Police, crime and anti-social behaviour update**  PSCO McFaul was unable to attend and asked for the following report to be circulated:   * 01/02/15 – BURGLARY, garage forced open on Buchanan Road. A £700 sthilsaw taken. Undetected.   No questions were raised. |
| **177/2014** | **District and Country Council update**  Councillor Howitt-Cowan gave the following update:   * The District Council’s component of the Council Tax shouldn’t increase next year. * The Clerk was asked to send a breakdown of the legal fees to Grant White at WLDC as they might be able to help. * There was great attendance at the former MOD meeting at Newtoft. There is a ‘Veterans Fund’ which the Parish Council could access and could be used to pay for community projects. * WLDC has allocated £50k to setting up a ‘Food Zone’ around the A15 to get greater focus on the area. * Living Environment Survey has been completed and the results are currently being evaluated. * Peter Apps is looking to the effect of land charges locally and nationally – a report should be complete by 2015. On the 2 March WLDC will be meeting representatives in the Room of Requirement. * Work to get Capper Avenue adopted is still ongoing.   In closing Cllr Howitt-Cowan wished his thanks to all those involved in the windfarm appeal to be noted. |
| **178/2014** | **Ball Park Sub-committee update, Tender Review and Decision**  The Council decided to take agenda items 9 and 12 together for reasons of expediency.  Cllr Prestwood gave a brief update about the tender evaluation exercise conducted by the Ball Park Sub-committee last week. Three tenders had been received and they had been assessed on 40% cost and 60% quality criteria. After a great deal of discuss and evaluation the Lightmain tender had come out on top with a score of 92%. PPL and HAGS had both done well and presented appropriate tenders, however, the committee felt that the Lightmain tender best matched the vision of the Council.  Cllr Prestwood proceeded to talk them through the report produced by the Sub-Committee explaining the reasons for the recommendation of Lightmain. He said that they had put together a professional tender, came highly recommended, had undertaken a great amount of research and met or exceed all that was asked for on the tender. The matter of the CVA was raised as the only concern noted by the Sub-committee.  Cllr Prestwood then took Council through the tenders on display and the tenders were examined by the Council.  A discussion then took place around various aspects of the tenders and development including:   * Lightmain CVA – Council asked what explanation the company provided. Cllr Prestwood said the MD of the company had sent a letter explain the situation and saying that a bank letter/reference could be provided. * Shelters – while not included in the specification it was noted that two of the tender had included a shelter as a bonus. The Lightmain shelter was felt to be better than the HAGS one. * Opening Packages – Council asked for details about the opening day packages. Only HAGS and Lightmain had provided an opening day package and both were thought of as being impressive. * Colour – Cllr Prestwood made Council aware that the colour included on the final plans could be altered and that the Council might want to ask Youth Council members to choose. * Planning and running costs were raised – Cllr Prestwood said that the running costs of the site would be negligible and that planning would not be required. * Access – it was thought that vehicular access for construction and maintenance would not be a problem. * Maintenance – Once in place it was hoped that some form of volunteer maintenance scheme could be put into place. * Ball Park Sub-committee – Cllr Prestwood said that the committee would continue, but that it may change in terms of membership and scope of activities.   All the options were evaluated and it was felt to be ‘too late in the day’ to take Option 4 of not selecting a tender.  After a great deal of discussion and deliberation Cllr Kirman moved, seconded by Cllr Hann, that:  In line with the recommendation of the Ball Park Sub-committee that option 2, the Lightmain tender of £91,500, be approved subject to a satisfactory bank letter/reference being received by the next Ordinary Meeting of the Parish Council on 2 March 2015.  A vote was taken and the proposal was approved unanimously.  Cllr Prestwood was asked to inform the tenders of the outcome and request a bank letter/reference from Lightmain.  Cllr Richardson asked that the Council’s thanks to all those involved in the work to develop a new Ball Park be recorded. |
| **179/2014** | **Councillors’ Updates**  Cllr Prestwood said that the Youth Council was looking for people to join the Management Committee. Cllr Prestwood also reported that the over following and broken drain near the Ball Park had been fixed.  Cllr Richardson reported that the Minden Place grit bin was half full and had water in it. Cllr Prestwood said that he would drill some holes in the side to allow it drain out. The other two grit bins, while slightly depleted of grit, seemed OK.  Cllr Richardson further reported that there was a fly-tipping problem in the industrial area. The matter would be mentioned to PCSO McFaul.  Cllr Hann said that he will raise the matter of getting a noticeboard erected at the next meeting of Directors.  He also said that Karen would be attending the meeting about the Jubilee Games and that Eco-plastics might no longer be sponsoring the newsletter.  Cllr Beevers asked that the Council promote the Call Connect service. She said she would get some information and forward it to Cllr Prestwood.  Cllr Kirman asked to be excused at this point because she wasn’t feeling very well. |
|  | **Business Items** |
| **180/2014** | **A) Payments for approval**  The following payments were approved and cheques drawn up:   * £61.80 - Clerk’s Salary (January 2015) * £168.36 - Veolia (October 2014) * £168.36 - Veolia (January 2015)   **B) Bank balances and accounts reconciliation**  The Clerk reported that Council’s bank balance was low, but that was to be expected at this time of year.  **C) Clerk’s Salary 2015-16**  It was agreed unanimously to agree a new pay scale for the Clerk following agreement by NJC of the National Salary Award 2014-16 which came into force on 1st January 2015. The Clerk’s pay will now increase to £10.527 per hour (SCP 22) in line with the new nationally agreed pay scale.  **D) Grounds Maintenance 2015-16 – Veolia Quote**  This item was deferred until the March meeting.  It was decided that other quotes would be sought and that Cllr Prestwood would ask for one from the company used by the Residents Group. |
| **181/2014** | **Election and 2015-16 Precept communications**  It was decided that the precept would be advertised in the normal way through the District Council. Information about the election would be displayed on the notice board and website. The Clerk was asked to supply the information to Cllr Prestwood. |
| **182/2014** | **Plaque for IC Wilson**  This item was deferred until the March meeting.  Cllrs Hann and Richardson said that they would bring new quotes with them. |
| **183/2014** | **Air Ambulance Donation**  This item was deferred until the April 2015 meeting. |
|  | **Councillor updates and the next ordinary council meeting** |
| **184/2014** | **Items for inclusion on the next agenda**  No items were raised. |
| **185/2014** | **Date and time of next meeting**  The date of the next ordinary meeting of the Parish Council will take place on Monday 2 March 2015, starting at 7:30pm, and take place in the Room of Requirement at Hemswell Cliff Primary School. |

Meeting started 7:30pm and closed 9:40pm

Published on 23 February 2015

**Signed:** ……………………………………………..

**Date:** ……………………………………………..