

# DRAFT MINUTES: CORBY GLEN PARISH COUNCIL

Draft Minutes of the meeting held on Wednesday 10th February 2016 at the Willoughby Gallery, Corby Glen.

Present: Cllrs Honeywood (Chair), Lamming (Vice Chair), Grantham, Muir and Fowler.

In attendance: Cllr M. Hill, Cllr N. Robins, Mrs. A. Roberts on behalf of the Christmas Tree Fund and Mrs. S. Parker (Parish Clerk).

**Open Forum:** It was noted that there is a pothole in the Market Place in need of repair.

- 1. Apologies for absence:** Cllrs Johnson & Fox, reasons given and accepted.
- 2. District and County Councillors' Reports:** Cllr Robins provided anti dog-fouling signs for the village, in addition to a quantity of leaflets which will be included in a future door drop. SKDC has confirmed an increase in the Council Tax for band D properties of £5. Garage rents will be increasing by £1.50 per week. Cllr Hill indicated further savings of £170m need to be found as part of the current budget discussions. Council Tax is being increased by 1.9% and there will be a 2% increase in the cost of adult social care. Several proposals regarding cuts are under discussion, however, Highways and repairs will remain a priority.
- 3. Minutes of the Parish Council meeting on 13th January 2016:** These were approved & signed as an accurate record.
- 4. Councillors' Declarations of Interest:** None.
- 5. Clerk's & Chairman's reports on matters outstanding:**

**48/15 August 2015 tree inspection:** All tree works have been completed. In addition, Brian Walsingham had been instructed earlier in the week to remove a branch from a resident's garden, which had fallen from a Parish Council tree during the high winds.

**50/15 New salt bins for village:** Highways confirmed that if the Parish Council purchased its own salt bins, Highways would NOT be in a position to fill them.

**56/15 Play equipment - potential grant funding application:** SKDC has granted £10,000 towards the new play area on the village green. The application submitted to WREN will be determined by their panel at the end of April. Part of the funding agreement was that £2,300 had to be raised towards the project, of which £1,900 has already been pledged through various fundraising activities coordinated by the Christmas Tree Fund. It was proposed and resolved that the Parish Council would donate £500 to the project. It has been confirmed there will be a Lancaster fly-past during the Big Lunch along with other activities. The Parish Council's Insurance will cover the Big Lunch. The idea of a picket fence around the play area was discussed, for which a quote of £1,580 has been received from Miracle. A full plan will be issued showing the new play area equipment and the suggested fence. Once the new equipment is in place it is felt the old equipment will look outdated and in need of tidying up. Clerk to contact Brian Walsingham for a quote to paint the slide, horse and toddler tower.

**63/15 Proposal to designate land as Local Green Space:** The form to nominate the open space in Mussons Close as an Asset of Community Value has been submitted to SKDC.

**73/15 Tanners Lane grass verge (BJ)** – no further update regarding the installation of the new markers, to be discussed at the next meeting.

**74/15 Dog fouling around the village** – It was resolved to purchase two "Bag It Bin It" stencils at a cost of approximately £21. Clerk to order.

**01/16 HM Queen's 90<sup>th</sup> Birthday Celebrations** – Clerk confirmed the Parish Council's insurance policy will cover the lighting of the beacon and the Big Lunch subject to strict guidelines.

**03/16 Footpath across Green, Station Road** – the Clerk is to ask M. Chivers for a quote to clear and tidy the footpath outside numbers 18 & 20 Station Road. It was resolved to accept a quote up to the cost of £50.

**6. Matters to be resolved:**

**65/15 Possible new village entrance design** – It was resolved to accept the quote of £50 from D. Porter to produce two plates to fit over the current village sign wording. The total project cost was agreed at £100. Clerk to instruct D. Partridge & D. Porter to produce and install the plates.

**66/15 Clerk's annual appraisal - January 2016** - it was resolved to: i. approve the Clerk's review as submitted by Cllr Lamming. ii. Approve the Clerk's annual pay increase from SCP16 to SCP17 backdated to January 1<sup>st</sup> 2016. iii. To adopt the sickness absence policy. It was also resolved to rewrite the Clerk's contract based on LALC's model contract of employment.

**09/16 minutes of the Extraordinary meeting of the Council on 2<sup>nd</sup> February 2016:** these were approved & signed as an accurate record.

**7. Circulated correspondence:** none noted.

**8. Reports from Committees:**

**Planning :** None noted

**Greens Committee**

It was noted a lot of small twigs have been left on the Green after the tree works, and these may need removing before the start of the grass cutting season.

**9. Payments and Accounts**

(i) Bank balances - monthly update approved as set out below

(ii) Invoices for payment - Councillors resolved to approve payments as set out in schedule below

<b>Opening Bank balance from 1st January 2016</b>	<b>£8,134.10</b>
<b>Income received on bank statement</b>	<b>£0.00</b>
<b><u>Invoices cleared on bank statement</u></b>	
<b>CDPC - Community Cleaner November</b>	<b>£118.77</b>
<b>Sara Parker – Clerk's wages December</b>	<b>£268.74</b>
<b>M. Cooper Barleycroft/Pridmore lights electricity</b>	<b>£100.00</b>
<b>S. Parker – expenses verge markers</b>	<b>£173.40</b>
<b>Closing Bank Balance 31<sup>st</sup> January 2016</b>	<b>£7,473.19</b>
<b><u>Cheques to be authorised/cleared:</u></b>	
<b>CDPC – Community Cleaner December (to clear)</b>	<b>£118.77</b>
<b>S. Parker – Clerk's wages January</b>	<b>£394.74</b>
<b>CDPC – Community Cleaner January</b>	<b>£118.77</b>
<b>Willoughby Memorial Trust – gallery lighting 2013-15</b>	<b>£217.86</b>
<b>French4Trees – tree work on Green</b>	<b>£960.00</b>
<b>Estimated remaining NatWest bank balance (of which £825.00 dedicated to the defibrillator fund)</b>	<b>£5,663.05</b>

<b><u>Defibrillator Fund</u> (as of January 31<sup>st</sup> 2016)</b>	
<b>Total banked to date:</b>	<b>£2,383.80</b>
<b>Purchases to date:</b>	<b>£1,558.80</b>
<b>Fund remaining:</b>	<b>£825.00</b>

**10. Matters to be further discussed at this meeting:**

**04/16 Annual audit** – it was resolved to appoint F. Hatchman as the Internal auditor at a cost of £75. The risk management schedule was briefly reviewed with no alterations.

**05/16 Garden Waste Skip March/April** – it was resolved to continue offering the garden waste skip for residents use, but assess usage before deciding whether to offer the facility again in October. Clerk to contact BSH and book for Saturday March 19<sup>th</sup> 8am-11am.

**06/16 Hedge cutting, Tanners Lane 'Fair Field & gardens'** - it was noted that the hedge at the bottom of Tanners Lane needed cutting back. Clerk to contact the Easton Estate. It was also noted that the hedge towards the bottom of Tanners Lane on the corner of the garden allotments also needs cutting back. Clerk to determine ownership and make contact accordingly.

**07/16 Number of emails between council meetings** – it was noted that an increasing number of emails are being circulated between meetings. It was agreed that not all needed to be reply to all where not required.

**08/16 Re-development enquiry 12, The Green, Corby Glen** – a discussion was held regarding the letter received from Stapletons Solicitors, asking the Parish Council to remove the caution from the land in front of 12, The Green, and to also deregister the land as village green. Cllr Lamming proposed that the Parish council should not remove the caution nor deregister the land as village green. Cllr Grantham seconded the proposal and a vote was held which Cllr Fowler requested be recorded. Cllrs Honeywood, Muir, Lamming & Grantham voted for the proposal, and Cllr Fowler voted against. It was resolved, therefore, that the Clerk will reply to Stapletons Solicitors accordingly.

**11. Next meeting confirmed to take place at 8pm at the METHODIST CHURCH on Wednesday March 10<sup>th</sup> 2016.**

**Meeting closed at 10.02pm**

**Mrs. Sara Parker - Parish Clerk**