

DRAFT MINUTES: CORBY GLEN PARISH COUNCIL

Minutes of the meeting held on Wednesday 8th April 2015 at the Willoughby Gallery, Corby Glen.

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

In attendance: Mrs. S. Parker (Parish Clerk).

Open Forum : i. a pothole outside the school was reported on Sunday April 5th and was repaired on Wednesday April 8th.
iii. Signs from the recent roadworks are still lying on the grass verges.

1. **Apologies for absence:** none received.
2. **District and County Councillors' Reports:** None noted.
3. **Minutes of the Parish Council meeting on 11th March 2015:** These were agreed & signed.
4. **Councillors' Declarations of Interest:** none declared.
5. **Matters for report arising from the minutes:**

37/14 & 28/14 Replacement trees for Village Green & Tree Inspection : The application submitted to SKDC is for tree 8812 to have its diseased branch removed, yet opinion since its submission suggests that the tree be felled. SKDCs arboricultural consultant will visit the site and we will follow his recommendation. Councillors resolved to accept the quote for all the tree works from French4trees at £1350 + VAT, which includes the cost for tree 8812 to be felled if that is deemed necessary.

38/14 Defibrillator for village : The defibrillator was ordered on March 12th. Cllrs Honeywood and Fowler met with David Porter and Margaret Lyon at the Methodist Chapel and agreed the unit should be positioned on the front of the building to the left of the front door. Cllr Johnson has written a letter to the planning department asking for permission to site the unit, Clerk to forward letter to SKDC. Councillors resolved to purchase the paediatric electrode starter kit at £119 + VAT. Clerk to order. Ideas regarding a commemorative plaque for the defibrillator to be considered.

52/14 Grass cutting contract : 4 contractors have been sent the spec for the 3 year contract 1.12.15-30.11.18 - awaiting quotes.

09/15 June Big Lunch : A meeting is to be held with the Christmas Tree Fund on April 9th to discuss in further detail. The road closure request has been submitted by Cllr Honeywood. It was proposed and resolved that the Parish Council would cover the cost of the event insurance of around £112.

12/15 Garden Waste Skip : the skip will be in the Market Place on the morning of April 11th. Payment to be made by cheque on the day.

13/15 Internal Audit : It was resolved at the last meeting to accept the lower of two quotes for carrying out the internal audit. Fiona Hatchman has been appointed at a cost of £75. The submission date for the audit this year is June 8th. The year end accounts and audit form were presented to Councillors for approval. Cllr Fowler proposed they be passed for approval, Cllr Honeywood seconded and Councillors voted to approve the accounts.

13/15 i. Cllr Honeywood and Clerk/RFO signed section 1, Accounting statements 2014/15

13/15 ii. Cllr Honeywood and Clerk/RFO signed section 2, Annual Governance statements 2014/15

6. **Circulated correspondence:** an email was received from a resident regarding damage to a tree in front of New Row. When the tree works are carried out, this tree will have its branches tidied which should alleviate the problem occurring again. Cllr Honeywood to respond to the resident.

7. **Reports from Committees: Planning** - none noted.

8. Payments and Accounts

Opening Bank balance from 1st March 2015	£ 6,719.56
Income received on bank statement (defib donations)	£ 275.00
Invoices cleared on bank statement	
R. Webster - grass cutting January (to clear)	£ 140.00
Sara Parker - Wages February	£ 263.86
CDPC - Community Cleaner February	£ 116.10
R. Webster - grass cutting February/March	£ 280.01
Open Spaces Society Membership	£ 45.00
S. Honeywood expenses Easyspace	£ 53.41
S. Parker expenses bird spikes	£ 37.14
Closing Bank Balance 1.4.15	£ 6,059.04
Cheques to be authorised/cleared:	
Sara Parker - clerks wages March	£ 274.76
M. Kiely - repairs to Christmas tree lights in December	£ 108.00
CDPC - Community Cleaner March	£ 116.10
Bourne Skip Hire	£ 192.00
Estimated remaining NatWest bank balance (of which £1,964 dedicated to the defibrillator fund)	£ 5,368.18

Defibrillator Fund (as of April 1st 2015)

Donations made directly into bank account :	£ 390
Cash & Cheques paid into account :	£1,074
Parish Council donation :	<u>£ 500</u>
Total donations banked :	£1,964

Matters to be further discussed at this meeting:

15/15 Annual Parish Meeting May 13th start time 7.30pm : it was noted that if an election is held for Corby Glen Parish Council the meeting may have to be put back by one week as there would be insufficient time to call a meeting after the results are announced.

16/15 VE Day 70th Anniversary - National Beacon Lighting - 8th May : Lighting of the beacon will take place at 9.32pm. Full details to be circulated to village by leaflet. Councillors resolved to cover the public liability insurance up to a cost of £150.

17/15 Trees in school grounds up Swinstead Road : trees have not been cut back from the lights, Cllr Honeywood to chase.

18/15 Litter on A151 - Corby Glen to Colsterworth : Clerk to contact SKDC regarding litter in verges between Station Hill and the A1.

19/15 Repairs to lighting - Barleycroft Road/Pridmore Road : it was resolved to repair the damaged unit up to a cost of £50.

20/15 Repairs to steps - Laxton Lane : Brian Walsingham to quote for repair work.

21/15 Transparency Code for smaller authorities : Clerk briefly outlined the implications of the new code for councils with a turnover of less than £25,000. Corby Glen Parish Council will be exempt from the external audit from 1.4.17. With immediate effect, however, we must publish monthly agendas online, in addition to monthly minutes which we do currently, and by July 1st, annual accounts as specified by the Code.

Cllr Honeywood conveyed his thanks to Cllr Kiely who is stepping down as Councillor after more than 20 years service to the village. The meeting closed at 9.20pm.

Mrs. Sara Parker - Parish Clerk