

DRAFT MINUTES: CORBY GLEN PARISH COUNCIL

Draft Minutes of the meeting held on Wednesday 11th May 2016 at the Willoughby Memorial Gallery, Corby Glen.

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

In attendance: Mrs. A. Roberts on behalf of the Christmas Tree Fund and Mrs. S. Parker (Parish Clerk).

Apologies for absence: received and accepted from Cllr Fox & PCSO Bowden.

ANNUAL MEETING of THE PARISH COUNCIL

The Clerk supervised the election of officers for the coming year. The following nominations were received:

Cllr Honeywood as Chairman – nominated by Cllr Grantham, seconded by Cllr Johnson.

Cllr Lamming as Vice-Chair – nominated by Cllr Johnson, seconded by Cllr Grantham

Nominations were approved.

ANNUAL PARISH MEETING

The Chairman presented his annual report to the meeting, which included an outline of the Parish Council activities and details relating to the village over the last year. In May the defibrillator, funded by donations, was installed outside the Methodist Church. Two diseased horse chestnut trees had to be felled on the Green. A major initiative was launched by the Christmas Tree Fund & the Parish Council to install brand new play equipment on the Green. Two grant applications were approved by SKDC & WREN, and tremendous local fundraising means the project will proceed.

Cllr Johnson circulated his report on planning matters, which summarised the planning applications received and considered by Councillors during the last year.

MONTHLY MEETING of THE PARISH COUNCIL

Open Forum: It was noted the hedges on the A151 at the St Johns Drive junction and near the railway bridge are overgrown. It was noted that the grass on the Green is too long. An anti-dog fouling sign has been cut from a post in Pridmore Road. A report from PCSO Bowden highlighted reports of door to door fish sellers in the area, and advises residents NOT to buy anything on the doorstep. If you see any suspicious activity call 101 and report their activities. An attempt was made to break into the Ron Dawson Hall which resulted in a broken window. Thefts of Land Rover Defenders or their parts are on the increase. Owners are advised to take additional security measures. PCSO Bowden wishes to thank all those in the village that contributed to his "Strictly come dancing" charity tub at The Pantry. He was delighted to discover that not only was the tub very heavy, but it contained nearly £80, and as an event over £6,000 has been raised for the St Barnabus Lincolnshire Hospice. PCSO Bowden didn't win, but more pleasingly wasn't last and really enjoyed the experience.

1. **Apologies for absence:** received and accepted from Cllr Fox & PCSO Bowden.
2. **District and County Councillors' Reports:** None noted.
3. **Minutes of the Parish Council meeting on 13th April 2016:** These were approved & signed as an accurate record.
4. **Councillors' Declarations of Interest:** None.
5. **Clerk's & Chairman's reports on matters outstanding:**

01/16 HM Queen's 90th Birthday Celebrations – The beacon lighting took place on April 21st and a great evening was had by all. There was a very good turnout including the 1st Corby Glen Beavers, Cubs & Scouts. Plans are underway for the Big Lunch on June 12th including a Lancaster fly past at 4.40pm.

Reimbursement of expenses incurred by Cllr Honeywood for the beacon lighting to be discussed at the June meeting.

13/16 Litter Pick, Queen's birthday (The Big Clean) – A litter pick will be held on Saturday June 11th. Cllr Honeywood has spoken to a resident who is happy to supervise a group of litter pickers. It was suggested the area near the Burton Coggles turn off needs cleaning up. All litter pickers to meet at the War Memorial at 10am on Saturday June 11th. Clerk to supply blue disposable gloves.

16/16 Parking in Barleycroft and Bourne Road bungalows – SKDC replied stating that the Council does have a budget available for the provision of improved parking areas to its housing stock. The two sites will be evaluated to determine if the locations meet the criteria based on needs, in terms of safety, planning, highways feedback, and cost in relation to such a scheme.

19/16 Hedge & footpath outside no. 2 Swinstead Road – Highways informed the Council that the path next to the hedge at no. 2 is too narrow to be classed as a footpath, but action may be taken if the overgrown hedge starts to hinder passing cars.

20/16 Tanners Lane – verges / potholes both sides – Highways have suggested we install the verge markers first and to review the soiling at a later date to see if it recovers on its own. The potholes on the other side of the road will be dealt with on a needs basis.

6. Matters to be resolved:

22/16 To consider the options circulated for the annual insurance policy – after considering the three options, it was resolved to accept the quote from brokers Came & Co. and to tie into a three-year long term agreement with Hiscox Insurance. It was agreed to pay the premium of £761.88 for the year June 1st 2016 – May 31st 2017.

23/17 To consider approving the Annual return for year ended March 31st 2016 – Councillors resolved to approve the accounts.

23/17/i To approve the Annual governance statement 2015/16 – Councillors approved the governance statement and Cllr Honeywood & the Clerk/RFO signed section 1.

23/17/ii To approve the Accounting Statements 2015/16 – Councillors approved the accounting statements and Cllr Honeywood and the Clerk/RFO signed section 2.

7. Circulated correspondence: none noted.

8. Reports from Committees:

Planning :

S16/0699 S. Baker, 42 High Street, erect 2 carports no objections

S16/1169 C.G.P.C certificate of lawful development for the improved play area no objections

Greens Committee :

Thanks were conveyed to Cllrs Fowler, Fox & Muir for all the work carried out by the committee over the last year. Cllr Fowler has now stepped down from the Greens Committee.

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.

Opening Bank balance from 1st April	£5,053.26
Income received on bank statement - precept	£11,143.00
VAT refund October '15 - March '16	£426.21
<u>Invoices cleared on bank statement</u>	
Willoughby Memorial Trust – gallery lighting 2013-15	£217.86
Methodist Church	£10.00
CDPC – Community Cleaner March	£118.77
S. Parker – Clerk’s wages & expenses March	£282.54
Methodist Church (to clear)	£10.00
Open Spaces Membership (to clear)	£45.00
SKDC planning certificate of lawfulness (to clear)	£48.75
Closing Bank Balance 30th April 2016	£15,889.55
<u>Cheques to be authorised/cleared:</u>	
Additions Accountancy Internal Audit	£75.00
CDPC – Community cleaner April	£125.44
D. Warden Grass Cutting April	£90.00
S. Parker – Clerk’s wages & expenses April	£281.00
Came & Co. annual insurance	£761.88
Estimated remaining NatWest bank balance (including Defibrillator fund & play equipment fund)	£14,556.23

Defibrillator Fund (as of April 30th 2016)

Total banked to date:	£2,383.80
Purchases to date:	<u>£1,558.80</u>
Fund remaining:	£825.00

Play Equipment Fund (as of April 30th 2016)

Total banked to date:	£700.00
Purchases to date:	<u>£48.75</u>
Fund remaining:	£651.25

10. Matters to be further discussed at this meeting:

09/16 Neighbourhood Planning – establishing a neighbourhood plan is a time consuming and expensive project. It was resolved, therefore, to delay the start of this process until the play area project has been completed. This item will be moved to the September agenda.

18/16 Copies of planning applications to Parish Councils – since April 18th SKDC have been sending planning applications to the Parish Council via email, and will no longer send the Parish Council paper planning applications other than for larger developments. It was resolved that Councillors will submit their own comments online when viewing applications. If, however, a potentially contentious application is submitted, this would be discussed at the next Parish Council meeting, or an extraordinary meeting may be called should the deadline for comments fall before the next Parish Council meeting. Clerk to review standing orders for the next meeting to accommodate this change.

21/16 20mph zone on Station Road – this item will be discussed at the June meeting.

24/16 Play Area expansion – Awaiting the formal letter of offer from WREN which will allow SKDC to pay the first 75% of their grant to the Parish Council. The formal funding agreement needs to be signed on receipt, and for the project to be registered with Entrust. The list of new equipment has been agreed, and once all the necessary paperwork is in place, the order will be placed with MIRACLE. Amy Roberts to confirm whether the rubber mulch to be used under the slide is loose pieces or solid, and to determine if safety fencing is included in the agreed costs. Councillors resolved to ask Highways for a road sign warning drivers about the presence of a play area. Ongoing maintenance of the remaining play equipment is still to be discussed. Miracle will dispose of the old swings unless a request is received to do otherwise. It was suggested one of the baby swing seats should be retained as it is only a couple of years old. Clerk to establish whether it is compatible with the new toddler swings.

Costings

Cost of new play equipment	£9,857.26 (exc. VAT)	
Cost to Install equipment	£6,383.75 (exc. VAT)	
Cost to supply & install surfacing	£9,966.62 (exc. VAT)	
Cost of removal & disposal of old equipment and grass seeding	£5,433.33 (exc. VAT)	TOTAL £31,640.97 (exc. VAT)

Funded by:

SKDC Community Fund Grant	£10,000
WREN Landfill Communities Fund grant	£21,639
Christmas Tree Fundraising	£5,700 (of which £2,326.19 was paid to FCC Recycling as the required third party donation)

11. Next meeting confirmed to take place at 8.00pm at the Willoughby Gallery on Wednesday June 8th 2016.

Meeting closed at 9.02pm

Mrs. Sara Parker - Parish Clerk