

# DRAFT MINUTES: CORBY GLEN PARISH COUNCIL

Draft Minutes of the meeting held on Wednesday 10th May 2017 at the Willoughby Memorial Gallery, Corby Glen.

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

In attendance: Cllr N. Robins, Mrs. S. Parker (Parish Clerk) and one resident.

Apologies for absence: received and accepted from Cllrs Grantham & Fox due to illness.

## 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 Fowler, seconded by Cllr Lamming.

Cllr Lamming as Vice-Chair – nominated by Cllr Honeywood, seconded by Cllr Muir.

Nominations were approved.

Cllrs Muir, Fowler & Fox were re-elected to the Greens Committee.

## ANNUAL PARISH MEETING

**Open Forum** – it has been brought to the attention of the Parish Council that a resident has been allowing their dog to foul on the Green, and leave the mess behind. Members of the public can report such incidents to SKDC and offenders can be fined.

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. The biggest project last year was the installation of the new play equipment on the Green, which opened on August 5<sup>th</sup> 2016.

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:** none noted.

- 1. Apologies for absence:** received and accepted from Cllrs Grantham & Fox due to illness.
- 2. District and County Councillors' Reports:** Cllr Robins reported that the new cabinet, leader and deputy leader had been installed at SKDC. The Council is aiming to become self-sufficient by 2019, and their focus is to promote tourism and culture in the District. Cllr Robins confirmed that the cinema will be re-developed, despite reports to the contrary. There will be an overhaul of carparking and the markets in Grantham. It was also noted that Cllr Martin Hill had been re-elected.
- 3. Minutes of the Parish Council meeting on 5<sup>th</sup> April 2017:** These were approved & signed as an accurate record.
- 4. Councillors' Declarations of Interest:** None.
- 5. Clerk's & Chairman's reports on matters outstanding:**

**55/16 BT 90 Day Consultation – removal of public payphones** – the contract to purchase the kiosk for £1 has been signed and returned. BT will decommission and remove the telephone in due course. The Parish Council will be able to install the defibrillator if agreed to do so as a future date.

**09/16 Neighbourhood Planning** – The Local Plan presentation due to take place at the Ron Dawson Hall in June will be re-scheduled due to the General Election. The next date for a further Neighbourhood Plan meeting will be scheduled after the presentation.

**69/16 Dyke next to allotments on Tanners Lane** – the Clerk has been informed that the dyke is not the responsibility of LCC Highways. Owners of the allotments are being sought by the Internal Drainage Board in Spalding, to enforce action to clear the blockage.

**62/16 Land in Mussons Close – asset of community value available for purchase / potential adoption of land by PC** – an offer of £20,000 was made to the owner for the purchase of the land. The owner declined the offer verbally to both Cllr Robins and Cllr Honeywood.

6. **Matters to be resolved:**

**28/17 To consider approving the Annual return for year ended March 31<sup>st</sup> 2017** – Councillors resolved to approve the accounts.

**28/17/01 To approve the Annual governance statement 2016/17** – Councillors approved the governance statement and Cllr Honeywood & the Clerk/RFO signed section 1.

**28/17/02 To approve the Accounting Statements 2016/17** – Councillors approved the accounting statements and Cllr Honeywood and the Clerk/RFO signed section 2.

**33/17 To consider the annual insurance renewal documents and fee** – Councillors approved the renewal documents and agreed to pay the invoice of £794.86.

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

8. **Reports from Committees:**

**Planning :**

S16/2649 Brown, 7 St Johns Drive, approval of details reserved by conditions Approved by SKDC

S17/0709 Lynch, 12 High Street, construction of timber garage no objections

S17/0728 Laxton, Mount Carmel House, High Street, works in relation to conversion of former church no objections

S17/0827 Laxton, Mount Carmel House, High Street, full planning permission no objections

**Greens Committee:** none noted

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 April 2017</b>	<b>£9,168.00</b>
<b>Income received on bank statement</b>	
<b>2017/18 precept</b>	<b>£10,994.00</b>
<b>Donation from Cllr Fowler to adopt the BT phone kiosk</b>	<b>£1.00</b>
<b>Vat Refund Sep-Mar 17</b>	<b>£343.18</b>
<b><u>Invoices cleared on bank statement</u></b>	
<b>Bourne Skip Hire – March garden waste skip</b>	<b>£204.00</b>
<b>Bourne Skip Hire – March general waste skip</b>	<b>£192.00</b>
<b>CDPC – Community cleaner March</b>	<b>£125.44</b>
<b>S. Parker – Clerk’s wages &amp; expenses March</b>	<b>£301.95</b>
<b>LALC Annual subscription</b>	<b>£246.78</b>
<b>Mr. A. Greetham noticeboard repairs</b>	<b>£64.40</b>
<b>Willoughby Memorial Trust gallery lighting 2016</b>	<b>£82.62</b>
<b>Open Spaces Society subscription</b>	<b>£45.00</b>
<b>BT Adopt a Kiosk fee</b>	<b>£1.00</b>
<b>Closing Bank Balance 30<sup>th</sup> April</b>	<b>£19,242.99</b>
<b><u>Cheques to be authorised/cleared:</u></b>	
<b>D. Warden grass cutting March (to clear)</b>	<b>£90.00</b>
<b>CDPC – Community cleaner April</b>	<b>£129.44</b>
<b>S. Parker – Clerk’s wages &amp; expenses April</b>	<b>£286.62</b>
<b>Came &amp; Co. Annual Insurance</b>	<b>£794.86</b>
<b>Wicksteed safety matting for picnic area</b>	<b>£242.17</b>
<b>Harwood Builders installation of benches</b>	<b>£766.32</b>
<b>D. Warden grass cutting April</b>	<b>£160.00</b>
<b>F. Hatchman Internal Auditor fee</b>	<b>£ 75.00</b>
<b>Lincs Fieldpaths Association membership</b>	<b>£5.00</b>
<b>Estimated remaining NatWest bank balance</b>	<b>£16,693.58</b>
<b>(excluding Defibrillator fund &amp; play equipment fund)</b>	<b>£14,827.93)</b>

**Defibrillator Fund (as of April 30<sup>th</sup> 2017)**

<b>Total banked to date (inc. VAT refunds):</b>	<b>£2,383.80</b>
<b>Purchases to date (inc. VAT):</b>	<b><u>£1,648.08</u></b>
<b>Fund remaining:</b>	<b>£735.72</b>

**Play Equipment Fund (as of April 30<sup>th</sup> 2017)**

<b>Total banked to date (inc. VAT refunds):</b>	<b>£41,237.36</b>
<b>Purchases to date (inc. VAT):</b>	<b><u>£40,107.43</u></b>
<b>Fund remaining: (£168.08 Vat refund due October)</b>	<b>£1,129.93</b>

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

**13/17 Proposal to install cctv in Mussons Close** – The Parish Council is not looking to install or manage a cctv system. Cllr Robins will facilitate a meeting between the Mussons Close Group and Mark Jones at SKDC to discuss the options available.

**22/17 Possibility of the Coop installing their own defibrillator** – the Coop will not be installing a defibrillator. The Parish Council will, therefore, consider installing the defibrillator in the BT kiosk when required to remove it from the Methodist Church.

**24/17 Closure of Post Office** – the Post Office branch in Corby Glen will be closing on May 19<sup>th</sup> 2017. Clerk to write to the Post Office to request a mobile service for the village until a permanent solution is found.

**26/17 New owner of Pauline's Stores seeking PC support for grant application** – it was agreed the Parish Council would support Mrs Tuckey's application for a grant through LEADER. The grant will enable renovation work to improve the structure of the building to be carried out.

**27/17 Community events 2017** – clarification was sought from the insurers regarding activities carried out in the village. Any event organised by the Parish Council is automatically covered by the annual insurance. The Parish Council can consider covering public liability for minor public events such as the planned Teddy Bear's Picnic, but a written agreement must be put in place. The organising group must undertake a satisfactory risk assessment of any planned event and supply a copy to the Parish Council.

**29/17 19 Station Road – owner's request to install signage to stop parking on the Green** – It was agreed no signage would be used.

**30/17 19 Station Road – owner's request to reduce canopy of Horse Chestnut 8810** – the arboricultural consultant will be returning to assess the trees in full leaf in June or July. It was agreed to ask him for a report on the health of 8810 before making a decision regarding the request.

**31/17 Orientation of bench on the Green** – it had been previously agreed to rotate the bench facing the war memorial, to face the play area. It was agreed to leave it facing the war memorial after a complaint from a resident on the Green.

**32/17 Clerks pay scales from April 1<sup>st</sup> 2017** – NJC and LALC published the proposed pay scales for clerks for 2017-18. It was agreed to accept the guidance and increase the clerks pay from £9.299 per hour to £9.392 per hour.

**34/17 Number of Parish Councillors on the Parish Council** – it was agreed to consider increasing the number of Councillors to 9. Clerk to ask SKDC if the number of Councillors can be increased to 9 and to find out the requirements for such a change.

**35/17 Transparency Code Funding** – funding is available to Parish Councils to enable them to purchase equipment or set up a website to comply with the Transparency Code. It was agreed not to apply for such funding at this time.

**36/17 Parish Council's representative on the Ron Dawson Memorial Trust** – the Parish Council is entitled to have a representative on the Ron Dawson Memorial Trust, however, no-one volunteered to take on this role.

**37/17 Parish Council's donation for the upkeep of the Churchyard** – historically the Parish Council has made a donation for the upkeep of the Churchyard, and would consider a written request to do so again.

**11. Next meeting confirmed to take place at 8.00pm at the Willoughby Gallery on Wednesday June 14<sup>th</sup> 2017.**

**Meeting closed at 9.21pm**

**Mrs. Sara Parker - Parish Clerk**