

# DRAFT MINUTES: CORBY GLEN PARISH COUNCIL

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

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

In attendance: Cllr N. Robins, 14 members of the public and Mrs. S. Parker (Parish Clerk).

**Open Forum** : i. Residents are concerned over possible future plans regarding the open space in Mussons Close. Two attempts to alter its use to garden failed in 1991 and 2000, and residents wish to see the area maintained as open space. The new owner has indicated he may submit a planning application for a caravan site. Both the residents and the land agent have agreed open communication is the best policy. The question was asked as to how much open space there is in the village. ii. it was noted the footpath from Mussons Close to Swinstead Road needs tidying up and hedges on the Pridmore / Barleycroft cut through need cutting back.

1. **Apologies for absence:** received and accepted from Cllr Honeywood.
2. **District and County Councillors' Reports:** None noted.
3. **Minutes of the Parish Council meeting on 10th June 2015:** These were approved & signed as an accurate record.
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** : Andrew Belson quoted £245 + VAT to inspect the remaining five horse chestnut trees. It was resolved to accept the quote. Clerk to instruct Andrew Belson.

**38/14 Defibrillator for village** : Clerk has contacted EMAS for a training date in September, awaiting response.

**52/14 Grass cutting contract** : three quotes were received for consideration. Clerk to obtain further information due to the difference in pricing over the three year contract period.

**17/15 Trees in school grounds along Swinstead Road** : work has been completed.

**27/15 Re-painting the play equipment, and cleaning the play surfaces on the Village Green** : Awaiting response from the Christmas Tree Fund regarding opportunities for commercial sponsorship to re-paint the play equipment. The Greens Committee have carried out repairs to the play area surface.

**28/15 Clerks Review** : Councillors resolved to accept the recommendations of the review panel regarding the Clerk's appraisal. The Clerk will move up to point SCP 16 on NALC's Clerks pay scale, backdated to January 1st 2015. Next review scheduled for January 2016.

**31/15 Green Space Mussons Close** : Clerk contacted the new owner of the open space in Mussons Close regarding the upkeep of the area. Clerk was informed that residents may cut the grass should they wish to do so.

**32/15 Updates Standing Orders** : Clerk will issue an updated version of Standing Orders to all Councillors for approval at the September meeting. Under planning, comments will be made to SKDC using the Clerk's delegated powers, unless there is sufficient time to agree comments by resolution of the council at a Parish Council meeting. For the avoidance of any doubt with the electorate or the planning authority, it is suggested that either an accompanying letter, or comments added to any printed form, should clarify the position, making it clear that the submitted comments are an information consensus of opinion from individual members and not the result of a formal council resolution. New Financial Regulations will also be produced for approval.

**34/15 Good Neighbour Scheme** : Clerk has informed Community Lincs and Market Cross Surgery that the Parish Council is happy to support and promote a Good Neighbour Scheme should it prove viable for the village.

6. **Circulated correspondence:** none noted

7. **Reports from Committees:**

**Planning**

s15/1195 - Walsingham Church Street, extension - permission granted by SKDC  
s15/1116 - Robins, Catholic Church - permission granted by SKDC, subject to conditions  
s15/1118 LB - Robins, Catholic Church - permission granted by SKDC  
s15 / 1169 LB - Wilson, High Street - permission granted by SKDC, subject to conditions

**Greens Committee**

We have recognized that the Play Equipment are as following:

A. Slide, B. Senior Swings, C. Junior Swings, D. Rocking Horse, E. Play House

Conditions of the equipment is categorized as:

1. Good, 2. Satisfactory, 3. Needs attention but safe to use, 4. Unsafe and taken out of action

All play equipment was checked on the 20th May, 27th May and 31st May which they were all condition 2. As from the 7th June, Item A, the safety surface was condition 3. Play equipment was checked on the 14th June, 19th June and 25th June - still conditions 2 and 3. Met with Wicksteed Park representative on the 25th June who will give us a price to repair/renew the safety surfaces - advised that one of the patches of the safety surface needs temporary repairs to stop it from being a tripping hazard. Patch has been repaired. At the play area training session, it was suggested the Greens Committee should have an annual allowance for emergency repairs.

8. **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 June 2015</b>	<b>£15,783.59</b>
<b>Income received on bank statement</b>	
<b><u>Invoices cleared on bank statement</u></b>	
<b>Physio-Control Defibrillator</b>	<b>£ 1,416.00</b>
<b>Physio-Control Paediatric Kit</b>	<b>£ 142.80</b>
<b>Fiona Hatchman - Internal Audit fee</b>	<b>£ 75.00</b>
<b>Sara Parker - Clerks wages May</b>	<b>£ 263.86</b>
<b>Rick Webster - grass cutting April</b>	<b>£ 242.40</b>
<b>Field Paths Association membership</b>	<b>£ 5.00</b>
<b>Closing Bank Balance 30.6.15</b>	<b>£13,638.53</b>
<b><u>Cheques to be authorised/cleared:</u></b>	
<b>CDPC - Community Cleaner May</b>	<b>£ 116.10</b>
<b>Rick Webster - grass cutting May</b>	<b>£ 242.40</b>
<b>French4Trees tree works</b>	<b>£ 1620.00</b>
<b>Sara Parker - Clerks wages June</b>	<b>£ 293.99</b>
<b>CDPC - Community Cleaner June</b>	<b>£ 116.10</b>
<b>S. Honeywood expenses - Easyspace adfree renewal</b>	<b>£ 31.64</b>
<b>LALC Councillor play area training</b>	<b>£ 24.00</b>
<b>HMRC tax payable</b>	<b>£ 1.80</b>
<b>R. Fox - repairs to Barleycroft/Pridmore lights (work carried out prior to R.Fox being appointed Parish Councillor)</b>	<b>£ 48.20</b>
<b>Cllr Fox expenses - materials for play surface repair</b>	<b>£ 23.40</b>
<b>Estimated remaining NatWest bank balance (of which £515.20 dedicated to the defibrillator fund)</b>	<b>£11,120.90</b>

**Defibrillator Fund (as of June 1st 2015)**

<b>Donations made directly into bank account :</b>	<b>£ 390</b>
<b>Cash &amp; Cheques paid into account :</b>	<b>£1,184</b>
<b>Parish Council donation :</b>	<b><u>£ 500</u></b>
<b>Total donations banked :</b>	<b>£2,074</b>
<b>Purchases :</b>	
<b>Defibrillator, cabinet and paediatric pads</b>	<b>£1,558.80 (inc. VAT)</b>
<b>Fund remaining :</b>	<b>£ 515.20</b>
<b>(VAT to be reclaimed in October 2015 of £259.80, which will increase fund to £775)</b>	

Matters to be further discussed at this meeting:

**35/15 Parish Council Information Sheet** - Councillors approved the details circulated by Cllr Fox and this information will be published in The Link and put on the noticeboard.

**36/15 Driving on pavement in High Street** - after considerable discussion over the years regarding parking and driving issues on High Street, it was agreed there was no solution available at present. High Street to be considered as a location for the next Archer's Survey.

**37/15 Maintenance of River Glen** - photographs of the Glen were circulated showing considerable undergrowth and weeds. Clerk to contact the Environment Agency to establish the clearing schedule for the Glen.

**38/15 Lincolnshire County Council Speed Management Review - Revised Speed Limit Policy and Draft Traffic Policy for Schools** - no comments to submit from Councillors.

**39/15 Residents access across The Green** - the resident concerned is happy with the information passed on from the property's previous owner.

**40/15 RoSPA Annual Inspection** - it was resolved to accept the quote of £65 + VAT

**41/15 Payment of invoices between meetings** - if approved in minutes prior to receipt, invoices can be paid in between meetings. This will be clarified in the new Financial Regulations.

**42/15 Relocation of flag-pole** - Councillors to consider possible new locations for the flagpole. Quotes to be obtained to reposition it and Clerk to establish if planning is required to relocate it within the conservation area. Near the War Memorial or near the beacon have been suggested as possible new locations.

**43/15 Number of Councillors** - Clerk to ask SKDC for guidance regarding the number of Councillors required to support our electorate.

**44/15 Format of Parish Council Agenda** - it was suggested the agenda could be altered to clearly reflect items for report and items for consideration. Clerk to look at a possible new format and to circulate to Councillors for comment.

**10. Next meeting confirmed to take place at 8pm at the Willoughby Gallery on Wednesday September 9th 2015.**

Meeting closed at 9.32pm

Mrs. Sara Parker - Parish Clerk