

MINUTES: CORBY GLEN PARISH COUNCIL

Minutes of the meeting held on Wednesday December 11th 2019 at the Willoughby Memorial Gallery, Corby Glen at 7.30pm.

Present: Cllrs Lamming (Chair), Collins, Cook, Fowler, Hargreaves & Parker

In attendance: Mrs. S. Woodman (Parish Clerk), 2 members of the Market Cross Surgery Patient Participation Group, 1 member of InvestSK (re Green Gym).

Open Forum:

The Chairman expressed her thanks to all who helped with erecting and decorating the Christmas Tree in the Market Square and to Cllr Fox for arranging for the lights to be tested..

1. **Apologies for absence:** Cllr Fox, Muir & Walsingham.
2. **District Councillor / Police Report:**
3. **The minutes of the meeting of the Council held on 13th November 2019** were approved & signed as an accurate record.
4. **Councillors' Declarations of Interest:** None.
5. **Clerk's & Chairman's reports on matters outstanding:**
09/16 Neighbourhood Planning: In progress.
6. **Matters to be resolved:**
7. **Reports from:**

Planning: to consider planning applications received prior to and after the publication of the agenda – none.

Greens Working Group: The qualifications of councillors currently inspecting playground equipment was discussed. Cllrs Fowler and Muir attended a training courses some time ago. Clerk requested to investigate refresher courses and new courses for other councillors.

A Risk Assessment / Method Statement is to be prepared next year for the erection of the Christmas Tree. Clerk to add to calendar for September agenda.

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.

Opening Bank balance from 1st November 2019	£16,170.47
Income received on bank statement	
Invoices cleared on bank statement	
M Hill – Councillor's expenses	£60.00
J Marshall Roberts – Printing re Neighbourhood Planning (from NP fund)	£83.00
HMRC – clerk's PAYE Oct	£59.20
S.Woodman – clerk's wages Oct	£237.16
S.Woodman – clerk's expenses Oct	£5.50
CDPC – Community cleaner	£142.92
MCS grass cutting Oct	£229.00
Church St Rooms re Neighbourhood Planning Meetings	£30.00
D Fowler – Remembrance Day Expenses	£20.00
Closing Bank Balance 30th November	£14,498.43
Cheques to be authorised/cleared:	
S Kiely – War Memorial Strimming	£120.00
HMRC – clerk's PAYE Nov	£59.20
S.Woodman – clerk's wages Nov	£237.16

S.Woodman – clerk’s expenses Nov	£11.30
Donation Marie Curie re lighting	£25.00
CDPC – Community cleaner	£142.92
MCS grass cutting Nov	£144.00
Grimsthorpe Estates – Christmas Tree	£180.00
D Fowler – Christmas Expenses	£185.00
T Fox – re Christmas Lights PAT Test	£30.00
D Fowler – Christmas Expenses	£25.00
Estimated remaining NatWest bank balance	£13,338.85
(excluding Defibrillator, Play Equipment & War Memorial funds)	(£10,095.04)

Defibrillator Fund	
Total banked to date (inc. VAT refunds):	£2,383.80
Purchases to date (inc. VAT):	<u>£1,885.00</u>
Fund remaining:	£528.80

Play Equipment Fund	
Total banked to date (inc. VAT refunds):	£41,425.44
Purchases to date (inc. VAT):	<u>£40,560.43</u>
Fund remaining:	£865.01

War Memorial Fund	
Total banked to date (inc. VAT refunds):	£1,850.00
Purchases to date (inc. VAT):	<u>£0.00</u>
Fund remaining:	£1,850.00

Neighbourhood Plan Costs (to be repaid on receipt of grant funding)	
Costs to date	£494.79
Total:	£494.79

9. Matters to be further discussed at this meeting:

56/19 Teenage Shelter – Cllr Cook showed councillors a drawing of a suggested shelter, approximate dimensions 4m x 3m. The cheapest estimate for making this was £6,000, installation not included, although the shelter had been designed for easy installation. Grants could be available. Potential locations for the siting of the shelter were discussed. Councillors were requested to give this further consideration. Cllr Collins to propose 3 potential sites with pro’s and con’s for the February meeting. Clerk to enquire whether planning permission would be needed.

59/19 Annual Review of PC Policies – Potential amendments to policies were discussed:. The following was agreed:

Standing Orders: para 12 (f) re draft minutes to be removed; Cllr Fowler’s proposed amendment to para 15 (xv) re circulation of planning documents to be accepted, with wording revised to include timescale; para 18 all stated contract values to be revised to £250.

Financial Regulations: the proposed amendment to para 6.3 was discussed.

Clerk to amend accordingly and bring printed copies to the next meeting for final review and sign off.

70/19 Responsibility for hedge between Adcocks Close & Pridmore Road – A potential for the Green Gym, subject to approval by residents / owner (if this can be established).

71/19 Adcocks Close (Road Surface) – Cllr Walsingham’s investigations unsuccessful. Clerk to seek an update from Cllr Robins and communicate to residents.

73/19 2019-2020 Precept – It was agreed unanimously that the precept should remain at £11,000 for a further year. Clerk to apply to SKDC accordingly.

75/19 Christmas Expenses – It was agreed unanimously to increase the Christmas expenditure by £25.

77/19 Look at lighting for Art Gallery (reduce wattage of bulbs) – Cllr Fox. Deferred until next meeting.

79/19 Parish Council Web Site – Cllr Fox. Deferred until next meeting. Clerk to ask Cllr Fox whether email addresses for councillors could be derived from the village web site.

80/19 TCV Green Gym – The council received a presentation of the background to and aims of the Green Gym from Sandra Griffiths and John Crook, representatives of the Market Cross Surgery Patient Participation Group, and Dominic Fieldhouse, Development Officer from InvestSK. The initiative is being pursued in response to a survey carried out by the surgery whereby patients had expressed the need for more local opportunities for exercise and social contact.

Reservations concerning actual take up were expressed, based on past experience.

Green Gym is seeking not financial backing from the council but support, suggestions for opportunities and approval (where relevant) for land use. The triangle of land off St John's Drive and the borders of the surgery car park were mentioned, although these are not under the Council's control.

The Parish Council commended the initiative and is happy to support it. They look forward to receiving monthly progress updates from Mr Fieldhouse.

It was suggested that the land behind 39 Bourne Road and the surroundings of the Church Street Rooms car park could be candidates. Green Gym would need to contact Irnham Estates and St John's Church respectively.

81/19 SKDC Parish Contact web site – Clerk to contact SKDC to establish regulations.

82/19 Councillor Responsibilities – The Chairman listed activities currently undertaken by councillors in addition to meetings. She will circulate the list for discussion at the next meeting.

83/19 Flag usage – Cllr Cook had drafted a list of dates / occasions on which flags would be flown. It was agreed that in future the Celebration of Life flag would be flown at half-mast to mark the death of a resident. Cllr Cook to update the list for agreement at the next meeting. Cllr Fowler to circulate a list of flags in his possession which the council might choose to purchase.

84/19 Flood Warning Signs – The Council determined that they did not wish to accept Cllr Hill's offer of warning signs to be put up by villagers. Clerk to thank Cllr Hill and decline the offer.

85/19 Removal of Wreaths from War Memorial – Wreaths to be removed in January. To be added to the Chairman's list of responsibilities.

86/19 Action Log – The Chairman requested that from now on a log of all agreed actions should be added to the end of the minutes.

87/19 Clerk and Council membership – Subscription. This was proposed but not seconded and therefore not pursued further.

88/19 List of useful telephone numbers – Cllr Fowler to collate a draft list for the next meeting.

89/19 Bourne Road – speeding / attention to zebra crossing – The Council has attempted many times in the past to discourage motorists from speeding through the village on the A151, without success. With regard to motorists failing to stop at the zebra crossing, Clerk to contact PCSO Stuart Bowden and enquire if this is a known problem. Clerk to explain the situation to the resident.

90/19 Next year's Christmas Tree – Clerk awaiting response from Grimsthorpe as to whether they have a tree for us for the next year/s. Clerk to contact the residents depending upon the response from Grimsthorpe.

10. Next meeting:

The next meeting confirmed to take place at **7.30pm** at the Willoughby Gallery on **Wednesday 8th January 2020**.

Meeting closed at 9.25pm.

Mrs. Sue Woodman – Parish Clerk

Action Log

<i>Ref</i>	<i>Action</i>	<i>Responsibility</i>	<i>Date by</i>
	Investigate Playground Inspection Courses	Clerk	08/01/20
	Add Risk Assessment / Method Statement for the erection of the Christmas Tree to September agenda	Clerk	09/20
56/19	Consider possible sites for Teenage Shelter	All	08/01/20
56/19	Propose 3 potential sites for Teenage Shelter with pro's and con's	Cllr Collins	08/01/20
56/19	Determine whether planning permission for teenage shelter within the conservation area would be required	Clerk	08/01/20
59/19	Amend Standing Orders as agreed	Clerk	08/01/20
59/19	Print Standing Orders & Financial Regulations for review & signature	Clerk	08/01/20
70/19	Seek update on Adcock's Close from Cllr Robins	Clerk	23/12/19
70/19	Communicate situation re Adcock's Close to residents	Clerk	08/01/20
73/19	Apply for agreed precept	Clerk	08/01/20
75/19	Complete Christmas Expenses	Cllr Fowler	23/12/19
79/19	Ask Cllr Fox whether email addresses for councillors could be derived from the village web site	Clerk / Cllr Fox	08/01/20
80/19	Communicate suggestions for Green Gym to DF (InvestSK)	Clerk	23/12/19
81/19	Establish requirements for Councillors' details on SKDC web site	Clerk	08/01/20
82/19	List Councillors' responsibilities & circulate	Chairman	08/01/20
85/19	Add 'Removal of wreaths' to list of responsibilities	Chairman	08/01/20
83/19	List flags owned & circulate	Cllr Fowler	08/01/20
83/19	Cllr Cook to update the list of flags / dates	Cllr Cook	08/01/20
84/19	Contact Cllr Hill re flood warning signs	Clerk	23/12/19
88/19	Collate draft list of useful telephone numbers	Cllr Fowler	08/01/20
89/19	Contact PCSO Bowden re motorists not stopping at zebra crossing	Clerk	23/12/19
89/19	Reply to resident re speeding / zebra crossing	Clerk	08/01/20
90/19	Reply to resident re offered Christmas Tree	Clerk	23/12/19