

MINUTES: CORBY GLEN PARISH COUNCIL

Minutes of the meeting held on Wednesday January 8th 2020 at the Willoughby Memorial Gallery, Corby Glen at 7.30pm.

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

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

Open Forum:

The Chairman expressed her thanks to Tom Bagge for his efforts in clearing the verges of litter.

It was reported that a significant amount of non-organic rubbish had found its way onto the lane to the rear of properties on St John's Drive.

1. **Apologies for absence:** None

2. **District Councillor / Police Report:**

3. **The minutes of the meeting of the Council held on 11th December 2019** were approved & signed as an accurate record.

4. **Councillors' Declarations of Interest:** None.

5. **Clerk's & Chairman's reports on matters outstanding:**

(70/19 Responsibility for hedge between Adcocks Close & Pridmore Road

(71/19 Adcocks Close (Road Surface) –Still awaiting outcome of Cllr Robins investigations.

09/16 Neighbourhood Planning: In progress. Meeting Jan 16th. A representative of SKDC may attend. More people needed. Clerk to arrange for advert in the Link; notice of meeting on A board.

6. **Matters to be resolved:**

7. **Reports from:**

Planning: to consider planning applications received prior to and after the publication of the agenda – S19/2235 Larkfleet Homes – Permission requested for 68 houses on land between Bourne Road & Swinstead Road. Comments required by Jan 28th 2020. EGM to be convened on Friday Jan 17th 2020 at 7.00pm in the Willoughby Gallery. To be open to all residents.

Greens Working Group: . A course in Playground Inspection is available from LALC in June. Clerk to book Cllrs Collins & Hargreaves on this course.

The Council thanked Cllr Lamming for obtaining a new lock and key to the playground litter bin and for cleaning it out.

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 December 2019 | £14,498.43 |
| Income received on bank statement | |
| Invoices cleared on bank statement | |
| 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 |

| | |
|--|-------------------|
| Closing Bank Balance 31st December | £13,338.85 |
| Cheques to be authorised/cleared: | |
| HMRC – clerk’s PAYE Dec | £59.40 |
| S.Woodman – clerk’s wages Dec | £236.96 |
| S.Woodman – clerk’s expenses Dec | £5.60 |
| CDPC – Community cleaner | £142.92 |
| M Cooper Barleycroft footpath lights | £100.00 |
| Willoughby Memorial Trust – Gallery Lights | £85.33 |
| Estimated remaining NatWest bank balance | £12,708.64 |
| (excluding Defibrillator, Play Equipment & War Memorial funds) | £9,464.83 |

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

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

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

| | |
|---|----------------|
| <u>Neighbourhood Plan Costs (to be repaid on receipt of grant funding)</u> | |
| Costs to date | £494.79 |
| Total: | £494.79 |

9. Matters to be further discussed at this meeting:

59/19 Annual Review of PC Policies – Amendments to policies were further discussed:. The following was agreed unanimously:

Standing Orders: para 18 para a (v) & c to be removed.

Financial Regulations: Cllr Fowler’s proposed amendment to para 6.3 to be added to the existing para rather than replacing it.

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

73/19 2019-2020 Precept –Clerk to email Precept application to SKDC.

79/19 Parish Council Web Site – Control of the Corby Glen web site agreed to be handed over to Cllr Fox. Cllr Fox to contact Steve Honeywood as the owner of the Domain.

82/19 Councillor Responsibilities – The Chairman circulated a list of activities currently undertaken by councillors in addition to meetings. Councillors only legal obligation is to attend meetings and ensure the safety of the council’s equipment. It was agreed that other activities undertaken will be reviewed as they occur.

The clerk was asked to consult other parishes to establish how they check their defibrillator.

83/19 Flag usage – Cllr Cook will bring all the flags he has to the next meeting for the council to determine their suitability.

Clerk to email Cllr Fowler with details of the flags which the council might choose to purchase.

88/19 List of useful telephone numbers – Cllr Collins had requested phone numbers for Flogas & BT be added to the List of Useful Numbers. Clerk to pass the list to Cllr Fox for posting on the web site. It was suggested that a link to LCC's 'Fix my street' also be added to the web site.

01/20 Order for Poo Bags – It was agreed the clerk should order more poo bags at the same cost as before.

02/20 Minuting Reasons for Absence – It was agreed that in future when a councillor was unable to attend a meeting the wording "Apologies received and accepted." should be recorded in the minutes.

03/20 Garden Party – It was agreed that this should be pursued.

04/20 Tree inspection due – The Clerk was requested to obtain a quote for a full tree inspection from John Willcockson of Bourne.

05/20 War Memorial Grass cutting Agreement 2020 – Clerk to confirm that Mr Kiely is happy to continue with the current arrangements.

06/20 Blocked street drains on Irnham Road – Nearby properties are at risk of flooding. Owners have already alerted LCC to this problem but to no avail. Cllr Cook to email clerk with details & photographic evidence. Clerk to contact Cllr Hill to ask for his assistance in getting the drains cleared out as a matter of urgency.

07/20 Email addresses for Councillors – Cllr Fox to prepare email addresses for councillors derived from the village web site.

08/20 A151, road accidents at Twyford Wood – Serious accidents have been caused by water flowing across the road as a result of blocked gullies. Cllr Walsingham to send Clerk details. Clerk to bring this to the attention of Lincolnshire Road Partnership, Cllr Hill and the Lincolnshire Police Commissioner.

09/20 The state of the green outside no. 22 Station Road. – Prolonged wet weather is having an adverse effect on many verges & grassed areas. It is hoped that these will recover in time. Clerk to put a general reminder in The Link.

10/20 Clearance of the litter etc. on the wasteland opposite the bungalows on Tanners Lane – No action.

10. Next meeting:

The next meeting will be the EGM at **7.00pm** at the Willoughby Gallery on **Friday 17th January 2020**.

The next regular meeting confirmed to take place at **7.30pm** at the Willoughby Gallery on **Wednesday 12th February 2020**.

Meeting closed at 9.28pm.

Mrs. Sue Woodman – Parish Clerk

Action Log

| Ref | Action | Responsibility | Date by |
|------------|--|-----------------------------|----------------|
| 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 |
| 59/19 | Amend Standing Orders as agreed | Clerk | 12/02/20 |
| 59/19 | Print Standing Orders & Financial Regulations for review & signature | Clerk | 12/02/20 |
| 70/19 | Seek update on Adcock's Close from Cllr Robins | Clerk | 12/02/20 |
| 70/19 | Communicate situation re Adcock's Close to residents | Clerk | 12/02/20 |
| O/F | Email Tom Bagge – thanks for litter clearing | Clerk | 12/02/20 |
| | Add 'Review of Action Plan' to future agendas | Clerk | 05/02/20 |
| Play | Clerk to book for Cllrs Collins & Hargreaves on LALC Playground Inspection course in June. | Clerk | 12/02/20 |
| N Plan | Clerk to arrange for advert in the Link for people to join Neighbourhood Planning team; notice of meeting on A board. | Clerk | 09/01/20 |
| Planng | Agenda for EGM Friday Jan 17 th 2020 at 7.00pm in Willoughby Gallery + notice for A Frame. Gallery booked. To be open to all residents | Clerk; Cllrs Cook & Lamming | 10/01/20 |
| Planng | Laptop required for EGM to display plans etc | Cllr Fox | 17/01/20 |
| 73/19 | Email Precept Request to SKDC | Clerk | 09/01/20 |
| 79/19 | Take over Corby Glen Web site and update | Cllr Fox | 12/02/20 |
| 79/19 | Email addresses for councilors based on CG web site | Cllr Fox | 12/02/20 |
| 82/19 | Report back on Risk Assessment / Method Statement for the erection of the Christmas Tree | Cllr Cook | 12/02/20 |
| 82/19 | Consult other parishes to establish how they check their defibrillator. | Clerk | 12/02/20 |
| 82/19 | Remove wreaths from war memorial | Cllr Walsingham | 31/01/20 |
| 83/19 | Bring flags to next meeting | Cllr Cook | 12/02/20 |
| 83/19 | Email Cllr Fowler flags which the council might choose to purchase. | Clerk | 12/02/20 |
| 88/19 | Clerk to pass the list of useful telephone numbers list to Cllr Fox for posting on the web site. | Clerk / Cllr Fox | 12/02/20 |
| 88/19 | Add link to LCC's 'Fix my street' to the web site | Cllr Fox | 12/02/20 |
| 03/20 | Follow up Garden Party | Clerk | 27/01/20 |
| 04/20 | Obtain a quote for a full tree inspection from John Willcockson of Bourne. | Clerk | 27/01/20 |
| 05/20 | Confirm that Mr Kiely is happy to continue with the current arrangement re War Memorial grass strimming | Clerk | 12/02/20 |
| 06/20 | Contact Cllr Hill to ask for his assistance in getting the Blocked street drains on Irnham Road cleared out as a matter of urgency. | Clerk | 12/01/20 |
| 06/20 | Cllr Cook to email clerk with details & photographic evidence. | Cllr Cook | 09./01/20 |
| 08/20 | Clerk to bring the multiple road accidents on the A151 at Twyford Wood this to the attention of Lincolnshire Road Partnership, Cllr Hill and the Lincolnshire Police Commissioner. | Clerk | 27/01/20 |
| 09/20 | Clerk to put a general reminder in The Link re the adverse effect on many verges & grassed areas of the prolonged wet weather. | Clerk | 09./01/20 |