

MINUTES: CORBY GLEN PARISH COUNCIL

Minutes of the meeting held on Wednesday March 18th 2020 at the Willoughby Memorial Gallery, Corby Glen at 7.30pm.

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

In attendance: Mrs. S. Woodman (Parish Clerk), the Rector & 1 resident.

Open Forum:

The Rector & Mr Astley outlined proposals for community support during the current coronavirus outbreak. These will be put into effect. See appendix for details.

The missing flag has been returned.

The Willoughby Trust has decided to close the Gallery during the virus outbreak. Clerk to contact Church Street Rooms to check availability for future meetings.

- 1. Apologies for absence:** Cllrs Muir & Parker. Reasons given and accepted.
- 2. District Councillor / Police Report:** None.
- 3. The minutes of the meeting of the Council held on 12th February 2020** were approved & signed as an accurate record.
- 4. Councillors' Declarations of Interest:** None.
- 5. Review of Action Log:** See updated log below.
- 6. Clerk's & Chairman's reports on matters outstanding:**
 - (70/19 Responsibility for hedge between Adcocks Close & Pridmore Road (71/19 Adcocks Close (Road Surface))** – Awaiting response from Cllr Robins.
 - 06/20 Blocked street drains on Irnham Road:** Now unblocked..
 - 08/20 A151, road accidents at Twyford Wood.** Awaiting response from Cllr Hill. Clerk to email reminder.
 - 77/19 Lighting for Art Gallery (reduce wattage of bulbs):** Cllr Fox to investigate.
 - 89/19 Bourne Road - speeding / attention to zebra crossing:** Responsibility of LCC Highways.
 - 26/20 Chairperson meeting with local MP:** Meeting postponed.
 - 28/20 Feedback from village walk:** Detailed notes taken. Cllrs Walsingham & Lamming to forward to the Clerk. Clerk to summarise & forward to councillors for them to add anything further. Clerk then to notify Rowan Smith, with thanks for his coming.

09/16 Neighbourhood Planning: Meeting cancelled. New direction as a result of new chairman.

- 7. Matters to be resolved:** None

8. Reports from:

Planning: to consider planning applications received prior to and after the publication of the agenda – S20/0129: Planning application for a concrete slab manufacturing process on land adjacent to the A1 Truck Stop: Concern re increased heavy vehicle traffic. Not directly the responsibility of this council. Cllrs to respond as individuals if desired.

S20/0377: Planning application for removal of rowan tree in St John's churchyard: No objection.

Greens Working Group: Cllr Hargreaves has undertaken playground inspections for 3 months. Duties to be taken over by Cllr Muir for the next 3 months.

9. Payments and Accounts

- Bank balances - monthly update approved as set out below.
- Invoices for payment – Councillors resolved to approve payments as set out in schedule below.

Opening Bank balance from 1st February 2020	£12,708.64
Income received on bank statement	
Invoices cleared on bank statement	
HMRC – clerk’s PAYE	£59.40
S.Woodman – clerk’s wages	£236.96
S.Woodman – clerk’s expenses	£11.40
CDPC – Community cleaner	£142.92
Poo Bags Direct (Clerk)	£38.45
Miracle - Waste Bin lock / key	£39.20
Closing Bank Balance 29th February 2020	£12,180.31
Cheques to be authorised/cleared:	
HMRC – clerk’s PAYE	£59.20
S.Woodman – clerk’s wages	£237.16
S.Woodman – clerk’s expenses	£4.20
CDPC – Community cleaner	£142.92
LALC Annual Membership	£273.54
Estimated remaining NatWest bank balance	£11,463.29
(excluding Defibrillator, Play Equipment & War Memorial funds)	£8,258.68

<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>£40,599.63</u>
Fund remaining:	£825.81

<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

10. Matters to be further discussed at this meeting:

56/19 Teenage Shelter: Anonymous petition signed by 31 people objecting to locating a Teenage Shelter on the Green received by clerk. Motion regrettably withdrawn.

82/19 Councillor Responsibilities: To be reviewed in January 2021. Clerk to add to calendar.

83/19 Flag usage: Deferred until next meeting.

11/20 Planters: Cllr Walsingham to investigate cost of 4 non-wood planters to be sited on the A151 at the entrance to the village, subject to obtaining a license from LCC Highways.

15/20 VE Day Commemoration: Not pursued in the current climate.

22/20 LALC Subscription: Cost increased by £9.27. To be renewed. All in agreement.

23/20 Flooded Garden – St John’s Drive: No action. Clerk to respond.

24/20 Purchasing of The Good Councillor’s Guide – NALC: Already owned by several councillors. Other councillors welcome to borrow.

25/20 Recognition for Andrew Shilcock, Village website: Clerk to contact Mr Shilcock expressing the Council’s thanks for his past work in looking after our web site. Amazon voucher to be included as a token of appreciation. Cllr Fox was thanked for taking this on.

27/20 Corona Virus – Changes to minimise risk: Discussed extensively during open forum. The council voted unanimously to support Mr Astley & the Rector’s initiative with gratitude.

Non-contact options to be considered for future meeting if necessary. Cllrs Cook & Fox to investigate technical options.

11. Next meeting:

The next meeting will take place at **7.30pm on Wednesday 8th April 2020**, venue to be arranged..

Meeting closed at 9.14pm.

Mrs. Sue Woodman – Parish Clerk

Action Log 18th March 2020

<i>Ref</i>	<i>Action</i>	<i>Responsibility</i>	<i>Date by</i>
70/19	Seek clarification on Adcock’s Close	Cllr Robins	18/03/20
70/19	Communicate situation re Adcock’s Close to residents	Clerk	
77/19	Cllr Fox to obtain a quote for reducing the wattage of bulbs in the Gallery Lighting	Cllr Fox	18/03/20
83/19	Bring flags to next meeting	Cllr Cook	18/03/20
88/19	Add link to LCC’s ‘Fix my street’ to the web site	Cllr Fox	18/03/20
89/19	Make further enquiries about preventative measures to minimise speeding / improve attention to zebra crossing Bourne Road	PCSO Bowden	18/03/20
07/20	Communicate new email addresses for councilors to themselves plus clerk	Cllr Fox	18/03/20
07/20	Communicate councillors’ new email addresses to SKDC	Clerk	
08/20	Investigate incidence of road accidents on A151	Cllr Hill	18/03/20
11/20	Investigate cost of non-wood planters.	Cllr Walsingham	18/03/20
18/20	Remedy problem with lights between Barleycroft / Pridmore	Cllr Fox	18/03/20
20/20	Reply to the complaint re injury on Land adjacent Musson’s Close	Cllr Robins	18/03/20
OF	Venue for next meeting/s	Clerk	04/04/20
08/20	Remind Cllr Hill re road accidents near Twyford Woods	Clerk	08/04/20
28/20	Email notes from village walkabout	Cllr Lamming / Cllr Walsingham	04/04/20
28/20	Summarise & notes & email to councilors for any additions / amendments	Clerk	04/04/20
28/20	Email comments to clerk	All	04/04/20
28/20	Communicate with Rowan Smith	Clerk	08/04/20
Green	Pass Playground paperwork to Cllr Muir	Cllr Hargreaves	04/04/20
Green	Undertake Playground Inspections for April / May / June	Cllr Muir	30/06/20
82/19	Add review of Cllr responsibilities to calendar for January	Clerk	08/04/20
22/20	Renew LALC Subscription	Clerk	08/04/20
23/20	Respond to St John’s Drive resident re flooded gardens	Clerk	08/04/20
25/20	Communicate the Council’s appreciation to Andrew Shilcock	Clerk	08/04/20
27/20	Investigate technical options for non-contact meetings	Cllrs Fox & Cook	04/04/20

Appendix to Minutes of CGPC Meeting 18th March 2020

Community Support Initiative – March 2020

Action	Responsibility	Date by
Draft text of leaflet inviting volunteers to support those in the village in need by contacting coordinator (Ian Astley) & email to Cllr Lamming	Rector	19/03
Post message re initiative on Next Door	Cllr Fowler	19/03
Review draft of volunteer invitation leaflet & report back	Cllr Lamming	19/03
Amend draft of leaflet if required and print 500 copies	Rector	19/03
Identify village zones for deliveries	Cllr Lamming	19/03
Arrange delivery of leaflet to all households	Cllr Lamming	19/03
Deliver leaflets: all available councilors, clerk, rector, coordinator (Ian Astley)	all	19/03
Draft 'card' for volunteers to complete with their own contact details	Rector	20/03
Review draft of information 'card'	Cllr Lamming	20/03
Amend draft of 'card' if required and print a supply	Rector	20/03
Collect supply of 'cards' from the Rector	Coordinator	20/03
Put link on web site to record interest – set up database of volunteers	Cllr Fox	20/03
** Volunteers meet coordinator and register willingness to help **	Volunteers / Coordinator	
Record volunteer's details at face to face meeting	Coordinator	
Allocate a range of households to each volunteer / small team of volunteers	Coordinator	
Give volunteer/s a supply of 'cards'	Coordinator	
Ensure all households in the village are covered	Coordinator	
Keep in touch & support volunteers & those in need	Coordinator	
** Record own contact details on each card	Volunteer	
** Put completed card through letterbox of designated households	Volunteer	
** Person in need contacts volunteer for help with shopping, collection of medication, letters to post etc + social contact	Volunteer / householder	