

DRAFT MINUTES: CORBY GLEN PARISH COUNCIL

Draft Minutes of the meeting held on Wed May 8th 2024 at 7.49pm in the Willoughby Memorial Gallery, Corby Glen.

Present: Cllrs Lamming (Chair), Walsingham, Ellam, Harty, Mardling & Shepperson.

In attendance: 2 residents, Mrs. S. Woodman (Parish Clerk).

Open Forum:

The position of the council regarding the Ron Dawson Memorial Hall committee and SKDC re the allocation of S106 funds was clarified.

1. **Apologies for absence:** Cllrs Cook, Evans & Harwood. Reasons given and accepted.
2. **District and County Councillors' Reports:** Not in attendance.
3. **The minutes of the meeting of the Council** held on Wednesday April 10th 2024 were approved by a majority (5 for, 1 abstention – cllr not present)
4. **Councillors' Declarations of Interest:** None.
5. **Review of Action Log:**

O/F Barleycroft – Pridmore footpath: LCC Highways recognise trip hazard; will fix.

O/F Speed Indicator Missing: Now agreed by LCC to be missing – to be replaced.

O/F Road Sweeping: Clerk to progress

24/02/15 Bollards along Tanners Lane / Horsepool: LCC Highways to replace asap.

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

01 Christmas Tree Lights: Await Cllr Cook

02 Neighbourhood Planning: To remain on the agenda.

7. **Matters to be resolved:**

03 Use of S106 funds / Process for application for S106 Funds:

Replacement of Toddler Tower – Cllr Shepperson shared the almost completed application form for S106 funds with the council. The chairman was authorised unanimously to sign the completed form as soon as available. The clerk will progress the issue of planning permission.

SIDs: It was suggested that the current speed signs on Bourne Road which are mains powered could be replaced with more sophisticated SIDs using mains power. On Swinstead Road a solar powered version would be required. Cllr Shepperson had obtained quotes for SIDs; installation charges tba. Site suitability would need to be assessed by LCC Highways & LRSP.

White Gates: Cllr Shepperson has contacted manufacturers of 'plastic' gates. Site suitability also needs to be assessed.

Church Street Rooms (CSR): 2 quotes have been obtained; a 3rd is awaited.

'Lest we forget' bench: The clerk had obtained a cost, deemed excessive. Other options to be researched.

The clerk was requested to respond to individual residents who had contacted her with suggestions; those from Facebook would be contacted via the resident who had collated the responses.

04 Emergency Planning: Cllrs Mardling & Hardy reported back on the training course. The plan is progressing. 3 key contacts were determined – Cllrs Mardling, Harty & Ellam. The CSR was not deemed suitable for use as both a rest centre and operation centre. An incident log will need to be maintained. Volunteers from the council and residents will receive training.

The council agreed unanimously that once circulated, the Emergency plan could be submitted.

05 Leaflet with useful contacts: Still in progress. Responses received from local groups.

06 Issues associated with the new housing development: The smell on Swinstead Road from the sewer, and the sewerage seepage into new residents' houses is totally unacceptable. Residents elsewhere in the village are also affected. Both residents and the council have raised this with SKDC and Anglian Water without any satisfactory outcome or clear explanation.

It was agreed unanimously that a public meeting should be called to discuss the matter, the whole village to be invited – date set for June 11th at the Ron Dawson Hall, if available. (clerk to contact).

Cllr Ellam agreed to research and co-ordinate – all 3 developers to be contacted. Anglian Water & SKDC to be invited to the meeting. A budget of £80 was agreed unanimously for leaflets (to be designed) and hall hire etc.

Cllr Shepperson will discuss further with one of the affected residents who has been in communication with Anglian Water. Cllr Ellam will also pursue with residents.

07 Consider a resident's request to add the St John's grass area to the grass cutting schedule: Cllr Shepperson had emailed Cameron Greene but received no reply; email to be forwarded to SKDC CEO.

08 Consider what action can be taken re the persistent flooding of Tanner's Lane / Irnham Rd: A broken manhole cover has been repaired and the drains cleared. A resident was asked by Cllr Lamming will ask a long-term resident to draft a schematic of the drains in the Tanners Lane area.

09 Consider the need for additional warning signs on the bend at Corby Birkholme: Cllr Walsingham requested Cllrs to read the email regarding such signage before the next meeting.

10 Consider how to recognise the D-Day Anniversary in June: The use of the PA system was discussed – Cllr Ellam has a generator which could be used for power. Needs to be tried out. Cllr Harwood to ensure beacon lighting can be carried out.

Communication with residents was discussed. Cllr Shepperson agreed to design a poster, to be displayed in NISA, Lily's, March Hare, pubs; A-Frame / web site / Link web site / Link magazine.

11 Request from Mrs Dawson to donate a tree for The Green in memory of the Dawson brothers: NCHA are amenable, but request delay until September when all ground work will be completed. Clerk to confirm agreement & notify Mrs Dawson.

12 Consider iDig offer of free trees: Not discussed.

13 Consider comments to feed back to SKDC on the Draft Local Plan: CGPC's response is on the web site. The council considered placing a FOI request on SKDC to establish how many people from the village had responded.

14 Agree a budget for tree tags: Deferred

15 Consider the condition of signs / posts and agree whether to ask LCC for their inspection policy or to inspect and report on Fix my Street: The council had been referred to LCC web site for the policy.

16 Consider issues with current Insurance Policy and agree actions – renewal due 1 June: Cllr Ellam outlined the statements on which the insurance is based. Cllrs were requested to read the notes re Special Events. It was considered that the cover for the playground should be increased. The clerk will email Cllr Ellam the Asset List.

The council agreed unanimously that Cllr Ellam should contact the insurance company & investigate further, and authorised the clerk to pay the annual premium up to £1,000.

8. Reports from:

Planning: to consider planning applications received prior to & after publication of the agenda:

S23/1103 – Decision Notice – Modus Partnerships – Clarification: Needs discussion with Cllr Robins

S24/0365 – Mr Franklin – Re-pointing – 27, High St; No objection

S24/0227 – Mrs Harrison – Shed – 25, The Green: No objection

S24/0730 – Mr Kerry – Vary condition – Irnham Grange: No objection

Greens Working Group:

17 Playground Equipment Maintenance:

9. Payments and Accounts

(i) Bank balances – monthly update approved unanimously as set out below.

(ii) Invoices for payment – Councillors resolved unanimously to approve payments as set out in schedule below.

Opening Bank balance from 1st April 2024	£12,024.68
Income received on bank statement:	
Precept	£17,000.00
Invoices cleared on bank statement:	
S. Woodman – clerk's wages	£296.37
S. Woodman – clerk's expenses	£26.00
HMRC – clerk's PAYE	£74.00
CDPC – Community cleaner	£172.40
M Sanderson – Web site maintenance	£60.00
MCS – Grass Cutting	£269.00
Groundwork – Repay unused Neighbourhood Plan Grant	£184.12
Closing Bank Balance 30th April 2024	£27,942.79
Payments to be authorised/cleared:	
Data Protection Fee (DD)	£35.00
S. Woodman – clerk's wages	£296.37
S. Woodman – clerk's expenses	£26.00
HMRC – clerk's PAYE	£74.00
CDPC – Community cleaner	£186.01

M Sanderson – Web site maintenance	£60.00
MCS – Grass Cutting	£50.00
Cllr Walsingham – Leaflet printing	£269.00
LALC – Training	£30.00
Additions Accounting – Annual Audit	£90.00
S Woodman – Postage	£6.30
Estimated remaining NatWest bank balance (excluding all Funds)	£26,820.11 £26,614.75
Neighbourhood Plan Costs	
Grant received	£1343.00
Previous costs	£1,158.88
Remaining grant repaid	<u>£184.12</u>
Grant remaining:	£0.00
Community Support Fund (Allison Homes)	
Donation received	£1,000.00
Previous costs	<u>£942.70</u>
Remaining:	£57.30
Phone Box Area Fund (NISA)	
Donation received + VAT Refunds	£791.79
Previous costs	£643.73
New costs	<u>£0.00</u>
Remaining:	£148.06

18 Consider approving the Annual Return for year ended March 31st 2024:

The accounts have been passed by the internal auditor, who has signed the appropriate form. The AGAR documents for signature had been circulated to councillors in advance of the meeting.

18/01 Approve the Annual governance statement 2023/24 – Approved Unanimously

18/02 Approve the Accounting Statements 2023/24 – Approved Unanimously

18/03 Approve the Exemption Certificate 2023/24 – Approved Unanimously

The chairman & the clerk signed the forms.

19 Consider the state of the Butter Cross and agree appropriate action: Under consideration for \$106 money

20 Consider the problem of dog poo around the village and agree action: Deferred

21 Consider WI request for a memorial tree: Deferred

22 Consider applying for a grant for a community orchard: Deferred

23 Resolve to accept grant from War Memorials Trust re replacement of lettering on War Memorial:

The clerk reported the actions so far. It was resolved unanimously to accept the grant from the War Memorials Trust and the chairman signed the form accordingly.

The clerk is pursuing an application for Listed Building Planning Consent

24 Consider a resident's concern re LED street lighting and determine appropriate course of action: Deferred

25 Consider responses to consultation eg Local Plan: see above

26 Consider suggestions for reducing speeding on Swinstead Road: Resident's suggestions shared with LCC Highways. Permanent 30mph sign now installed on Swinstead Road beyond DWH development.

10. Next meeting:

The next regular meeting will take place on Wed 12th June 2024 at 7.00pm in the Willoughby Gallery, Corby Glen.

Meeting closed at 9.25pm.

Mrs. Sue Woodman – Parish Clerk

Action Log 8th May 2024

Ref	Action	Responsibility	Date by
O/F	Barleycroft – Pridmore footpath: Monitor for repair	Clerk	12/06/24
O/F	Speed Indicator Missing: Monitor for replacement	Clerk	12/06/24
O/F	Drains on Irnham Road: Ask a long-term resident to draft a schematic of the drains in the Tanners Lane area.	Cllr Lamming	12/06/24
O/F	Road Sweeping: Request to be done	Clerk	12/06/24
57/22	Village pump: Arrange re-cementing	Cllr Lamming	12/09/23
28/23	War Memorial, replace missing letters: Accept funding application; progress	Clerk	12/06/24
24/02/03	S106 funds: Provide details of traffic calming measures used elsewhere Determine how long the funds remain available. Investigate & cost options for other S106 funds Check if planning permission necessary for replacement of toddler tower Send Cllr Shepperson copy of bank statement Apply for S106 funds for selected Toddler Tower	Cllr Robins Cllr Robins Cllr Harwood + S106 Group Cllr Cook / clerk Clerk Cllr Shepperson	14/6/23 12/9/23 08/05/24 08/05/24 asap asap
23/02/05	Leaflet with map of village with street names: Contact Sheep Fair Committee re write-up Send draft to clerk Share draft with Cllrs Consider a group photo for the leaflet & web site	Clerk Cllr Shepperson Clerk all	12/06/24 10/04/24 10/04/24 13/03/24
24/02/08	Consider a resident's request to add the St John's grass area to the grass cutting schedule: Forward email to Cameron Greene to SKDC CEO. Remind Cllr Robins / Kier about re-instating the surface	Cllr Shepperson Clerk	12/06/24 08/05/24
24/02/10	Barleycroft / Pridmore footpath lights: Investigate options and attempt to establish responsibility Provide a Risk Assessment.	Cllr Robins Cllr Cook	10/01/24 13/03/24
24/02/12	Consider layout changes to Market Place parking: Meet LCC Highways & agree layout.	All available	12/06/24
24/01/19	Playground Equipment Maintenance: Investigate the insurance position.	Cllr Ellam	8/11/23
24/01/22	Christmas Tree: Contact Historic England + enquire re available funding	Cllr Cook	01/05/24
24/02/15	Bollards along Tanners Lane / Horsepool: Monitor for re-instatement	Clerk	12/06/24
24/03/15	Donation of a tree in memory of the Dawson brothers: Respond to NCHA and notify Mrs Dawson	Clerk	12/06/24
24/03/17	iDig offer of free trees: Contact iDig for other options.	Cllr Walsingham	08/05/24
24/04/01	Meet MP re Full Fibre rollout: Respond to newspaper article	Cllr Cook	08/05/24
24/04/11	Signage at Corby Birkholme bend: Read Cllr Walsingham's email regarding such signage before the next meeting.	Cllr Walsingham / all	12/06/24
24/04/17	Tree Tags: Map trees & purchase new tags (budget £60)	Cllr Walsingham	08/05/24
24/05/10	D Day Anniversary: Check situation re beacon with Cllr Harwood Email chairman details of 'ceremony' Try out PA system & generator Design poster – email Mrs Woodman for The Link Publicity – posters: NISA, Lily's, March Hare, pubs; A-Frame / web site / Link web site / Link magazine	Clerk Clerk Cllrs Lamming / Ellam Cllr Shepperson all	asap asap asap 15/05/24 asap
24/05/16	Insurance Policy: Supply Cllr Ellam with Asset List Read the notes re Special Events. Contact the insurance company & investigate further Pay the premium up to £1,000. Add Review of Asset List to June agenda	Clerk all Cllr Ellam Clerk Clerk	asap asap Cllr Ellam 31/05/24 01/06/24