

## MEETING OF DIGBY PARISH COUNCIL

Dear Councillor

You are summoned to attend **DIGBY PARISH COUNCIL MEETING** to be held in the Digby War Memorial Hall on **Wednesday 18<sup>th</sup> April 2018** commencing at **7pm** for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

County and District Councillors, the press and members of Digby electorate are cordially invited to attend.

### PUBLIC FORUM

The public forum will proceed at 7pm for up to 15mins, when members of the public may ask questions or make short statements to the council.

### DISTRICT & COUNTY COUNCILLORS MATTERS

From 7.15pm each Councillor will provide a 5 minute report on the business of their relevant council.

### POLICE

From 7.30pm the local PCSO to give a 5min report.

If none of the above are in attendance the Parish Council will RESOLVE to commence the full council meeting as soon as possible.

*Angie McDonald*

**Clerk to the Council**

**Date: 11<sup>th</sup> April 2018**

1. **CHAIRMAN'S OPENING REMARKS.**
  - a) Welcome.
2. **APOLOGIES**
  - a) Apologies for absence and reasons given. JF
3. **DECLARATIONS OF PECUNIARY INTEREST & APPLICATIONS FOR DISPENSATION**
  - a) To receive reports on Members' Disclosable Pecuniary Interests in relation to agenda items and to receive applications for Dispensation in accordance with the Localism Act 2011.
4. **SIGNING OF THE MINUTES**
  - a) To resolve to accept the notes of the Parish Council meeting held on Wednesday 21st March 2018 as a true and accurate record of that meeting.
5. **PLANNING MATTERS**
  - a) Planning Applications Received  
18/0377/VARCON – Plot 4 Manor Farm Barns, North Street, application to vary condition 13 of 17/1688/FUL, removal of glazed link, annexe and reduction in the site area.  
Including further amended plan of additional roof light to south elevation and landscaping  
18/0378/FUL – Plot 6 Manor Farm Barns, North Street, amended plan including landscaping
  - b) Decision Notice.  
Nil received.
6. **GENERAL PARISH MATTERS**
  - a) To reallocate councillors areas of responsibilities.
  - b) GDPR (General Data Protection Regulations) and email address update – Report from Clerk
  - c) To discuss the councillor training attended by JB and AR.
  - d) To consider responses from residents of Chestnut Close regarding the maintenance of the open space
  - e) To consider points raised at the Annual Parish Meeting.
    - (i) Speeding along Church Street and Beck Street
    - (ii) Damage to the Cross by vehicles.

- f) To consider a grant for the Friends of Digby School toward school science equipment.
- g) To discuss overgrown hedges around the village
- h) To arrange a date to review the asset insurance cover by 2 councillors and clerk.
- i) To discuss how to promote the Billingham Area Good Neighbour Scheme.

7. **HIGHWAYS**

- a) To discuss site meeting held at Beck Street on 3<sup>rd</sup> April

8. **THE VILLAGE HALL**

- a) Questions, if any, regarding the recent village hall committee meeting.
- b) To discuss the footpath lighting in the grounds of the village hall and a possible way forward

9. **DRAINAGE**

- a) To report any updates from LCC, IDB or the Environment Agency

10. **PLAYING FIELD, PLAY AREAS AND VILLAGE GENERAL**

- a) Report on monthly inspection of play equipment from CH & JF
- b) To review key fee/ground rents for field users.
- c) To discuss the replacement cover for damaged manhole in Playing Field

11. **ALLOTMENTS**

- a) Report from the last Allotment Association meeting.

12. **FINANCE**

- a) Note of bank balances and approve bank reconciliation
- b) To note income received.
- c) To resolve to approve the following payments:

|                                       | <u>Invoice</u> | <u>VAT</u> | <u>Total</u> |
|---------------------------------------|----------------|------------|--------------|
| Apr Salaries/Expenses                 | 619.14         |            | 619.14       |
| Autela                                | 40.80          | 8.16       | 48.16        |
| JMH (Manhole cover for playing field) | 50.00          | 10.00      | 60.00        |

- d) Notification of changes to payroll processing and charges due to GDPR
- e) Resolve to approve the end of year accounts and signing of the ledger.

13. **CORRESPONDENCE**

- a) LCC Funding Portal – Distributed to councillors 3.4.18
- b) LCC Waste Strategy Consultation - Distributed to councillors 3.4.18  
NKDC Waste Management Strategy Consultation – Distributed to councillors 9.4.18
- c) LCC Grass cutting programme for 2018 – Distributed to councillors 4.4.18
- d) Lincolnshire Police, copy of Rural Crime Newsletter – Distributed to councillors 9.4.18
- e) NKDC Review of Local Government Ethical Standards – Distributed to councillors 9.4.18

14. **DATE OF FUTURE MEETINGS**

18<sup>th</sup> Apr, 16<sup>th</sup> May, 20<sup>th</sup> Jun, 11<sup>th</sup> July

- a) To consider changing the November date for the meeting.

15. **ANY BUSINESS TO NOTE FOR THE NEXT AGENDA**

16. **CLOSED SESSION** (for confidential items in accordance with the Public Bodies Act 1960)