

## 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 14<sup>th</sup> November 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: 7<sup>th</sup> November 2018**

1. **CHAIRMAN'S OPENING REMARKS.**
  - a) Welcome.
2. **APOLOGIES and CO- OPTION**
  - a) Apologies for absence and reasons given.
  - b) To commence the next step of co-opting a councillor - advertising the position.
  - c) Electoral Registration for 2018/19 – to confirm the format the councillors wish to receive the latest copy.
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 17<sup>th</sup> October 2018 as a true and accurate record of that meeting.
5. **PLANNING MATTERS**
  - a) Planning Applications Received  
Nil to date.
  - b) Decision Notice.  
18/0377/VARCON Plot 4 Manor Farm Barns, North Street – the variations have been approved by NKDC  
18/1255/HOUS Spindle Cottage, Allens farm, Fen Road. Erection of two storey side extension and porch –  
Approved by NKDC.  
18/1188/VARCON Plot 6 Manor Farm Barns, North Street – the variations have been approved by NKDC
6. **GENERAL PARISH MATTERS**
  - a) To review the asset register
  - b) To discuss the progress of the planned works required to the village assets – the painting of the metal bus shelter, the cleaning of all seats and benches, the treating of the wooden door at the Lock up
  - c) To consider the request for support to improve the bus service in this area.
  - d) To consider changing the date of the meeting in Dec to the 12<sup>th</sup>.
  - e) To discuss whether improvements can be made to the lighting above the defibrillator and to discuss the public defib training.

- f) To discuss whether to become part of the Emergency Text Alert system.
- g) To discuss the possibility of the parish magazine being delivered to all dwellings and being supported by the parish council.
- h) To set a date for the clerks annual appraisal.

7. **HIGHWAYS**

- a) To confirm the replacement grit bin has been requested for off Church Street.
- b) To consider taking up the LCC Parish Agreement for Highway Verges 2019/20

8. **THE VILLAGE HALL**

- a) Questions, if any, regarding the recent village hall committee meeting.
- b) To confirm the completion of the footpath lighting in the grounds of the village hall
- c) Discuss cutting back and reducing the height of the shrubs within the garden along Beck Street to aid visibility on the junction for road safety.
- d) To consider a grant for either a sum towards the village hall insurance or contribution to refurbishing the kitchen floor area.
- e) To consider contacting the village hall about the poor results from the new heating system

9. **DRAINAGE**

- a) To report any updates from LCC, IDB or the Environment Agency.
- b) To note response from LCC Flood & Drainage team regarding the update on the new drainage scheme.

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

- a) Report on monthly inspection of play equipment from GG & JF
- b) To consider costs to paint the play equipment.
- c) To receive an update on the autumn tree maintenance program
- d) To consider purchasing additional play equipment in the future.

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 approve for the following payments:

	<u>Invoice</u>	<u>VAT</u>	<u>Total</u>
Salaries/Expenses	TBN		TBN
Jewson 3xpostmix	20.19	4.04	24.23
K Hand (V.Hall ground maint.)	256.00		256.00
Royal British Legion (Wreath)	TBN		TBN
Wilson (Grass/Grd Maint)	1,900		1,900.00
Select Electrical Services(path lights)	3,504.00	700.80	4,204.80

- d) Internal Auditors report
- e) To set a date to plan the budget for 2019/20 and to consider items/projects for future expenditure, i.e. new play equipment, grant limit.

13. **CORRESPONDENCE**

- a) Community Lincs News and Updates – Distributed to councillors 23.10.18
- b) LCC Consultation of Lincs Admissions Arrangements for Sept 2020 – Distributed 2.11.18
- c) Keep Britain Tidy – Dark Nights Dog Poo Campaign, Distributed 8.11.18
- d) NKDC FundNK grants available – Distributed 12.11.18

14. **DATE OF FUTURE MEETINGS**

19<sup>th</sup> Dec 2018  
 16<sup>th</sup> Jan, 20<sup>th</sup> Feb, 20<sup>th</sup> Mar, 17<sup>th</sup> April 2019

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

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

- a) To consider the change in the rates of pay for our litter picker

