

MEETING OF DIGBY PARISH COUNCIL

Minutes from the Parish Council meeting held in Digby War Memorial Hall on Wednesday 20th June 2018 at 7pm.

PRESENT Parish Councillors James Bourne (JB) Chairman, John Fry (JF), Gerald Garton (GG), Amanda Redsell (AR)
District Cllrs Steve Clegg (SC) & Dan Gray (DG)
In Attendance – Angie McDonald, Clerk and Proper Officer

PUBLIC FORUM

There were no members of the public present so it was RESOLVED to proceed with the District Councillors session.

DISTRICT & COUNTY COUNCILLORS' MATTERSa) Report from District Councillor Dan Gray (DG)

DG reported Michelle Hoyles, Planning Enforcement Officer, has met with Ian Fitch, the Chief Executive, and Chestnut Close is going before the Asset Management Group on 16th July to consider taking on the maintenance of the open space at Chestnut Close.

The vacant land on North Street. This does not meet threshold for enforcement by NK by planning, but if the vermin issue is confirmed there could be an environmental enforcement.

b) Report from District Councillor Steve Clegg (SC)

SC was pleased to hear the review of Chestnut Close Open Space is to take place, and thanked the Parish Council for bringing it to the attention of NK. The parish Council thanked SC for his support in this matter. An Environmental Health Officer is to contact the owner of the land on North Street to ask them to clear the land on the vacant plot by 30th June, this is so an inspection of the land for vermin can take place by 30th July. There has been a query about Plots 4&5 at Manor Farm Barns development currently being built. Planning have confirmed the property is taller than shown in the plan, a variation to the application will be applied for by the developer.

The ownership of the area of land south of the track off North Street has still not been proven to NKDC. Improvements have taken place to the online planning service provided by NKDC.

JB reported the potholes on Station Road are getting much worse, JF has sent a photograph of the holes to LCC Highways.

The Chairman thanked the District Councillors for attending and giving their reports.

POLICE

No report available at the time of the meeting.

1. **CHAIRMAN'S OPENING REMARKS. (18/085)**

a) The Chairman welcomed everyone to the meeting.

2. **APOLOGIES (18/086)**

a) Apologies.

Apologies were received from Tracy Bourne and Roger Wyness due to work commitments, Colin Harvey due to holiday. It was RESOLVED to accept the apologies and reasons given.

Apologies were received from County Cllr Kendrick due to another meeting.

3. **DECLARATIONS OF PECUNIARY INTEREST & APPLICATIONS FOR DISPENSATION (18/087)**

a) Declaration of Interest.

JF declared an interest in item 8 as he has been re-elected to the village hall committee.

GG declared an interest in item 6(b) as he is the treasurer for Digby PCC.

4. **SIGNING OF THE MINUTES (18/088)**

a) It was proposed by JF, seconded by AR and RESOLVED to accept the notes of the Annual Parish Council meeting held on Wednesday 16th May 2018 as a true and accurate record of that meeting.

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5. **PLANNING MATTERS (18/089)**

- a) Planning Applications Received.
18/0693/HOUS 17 North Street, Erection of single storey and two storey extension and internal alterations.
18/0506/HOUS 3 Church Street – Amendment – Alterations to roof (information only)
18/0665/HOUS 27 North Street, single storey extension
The response of no comments or objections to the above applications were sent on 12th June.
- b) Decision Notice.
18/0449/HOUS 4 The Hurn, Erection of first floor extension over existing garage. – Approved
18/0506/HOUS 3 Church Street, Erection of rear single storey lean to extension and rear extension above existing single storey wing. – Approved.

6. **GENERAL PARISH MATTERS (18/090)**

- a) Threat of Closure of Boston Hospital Children's Service.
A letter from Skegness Town Council asked if parish councils could write against the closure of Boston Hospital Children's Service. All agreed to write a letter in support of Skegness Town Council's request.
Action: Clerk to write a letter to the Secretary of State for Health and Social Care.
JB is now on local doctors' surgery panel as a Digby representative.
- b) Grants.
i) Bowls Club.
A completed grant application form has been received from the Bowls Club. They requested £100 to help with putting on a social event to encourage more members. It was agreed this request was not eligible for funding, but it is understood a further water leak has been discovered and the council agreed they may consider a grant as a contribution to the cost of the repair, and hoped the Bowls Club would re-submit their application when they had details of the cost of the repair.
Action: Clerk to notify Bowls Club of the decision.
ii) Parochial Church Council.
GG had declared an interest and took no part in this item.
A completed grant application form from the PCC requesting help to maintain the church yard has been received. They have requested £200.00 toward the yearly costs of £600.00 to help keep the churchyard cut.
It was proposed by JF, seconded by AR and RESOLVED a grant of £200.00 be given to the PCC.
- c) Telephone Kiosk.
Progress on the telephone kiosk has not commenced in over 9 months. It was agreed to contact the volunteers to ask if they need further assistance. The Clerk, in the meantime is to investigate the cost of the replacement windows, also to see if it is possible to fit a full sheet of Perspex behind the windows, to the frame.
Action: Clerk to contact volunteers and obtain price for windows.
- d) Vacant Plot off North Street.
This item was covered in the District Councillors item. The Countryside officer has agreed to cut back the ivy encroaching the footpath at the rear of the area.
- e) Chestnut Close Open Space.
The parish council were pleased to hear, from the District Councillors' that some action is taking place, but were disappointed that no contact/response had been made directly to the parish council from either the Chief Executive or the Head of Planning.
Action: Clerk to write to NKDC conveying disappointment in not receiving a response to the original letter.

7. **HIGHWAYS (18/091)**

No issues raised under this item.

8. **THE VILLAGE HALL (18/092)**

- a) Village Hall Committee Meeting.

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The minutes had been distributed and AR was asked by the Chairman to clarify the financial statement that had been circulated.

Action: AR to obtain more information regarding the accounts.

b) Footpath Lighting.

JB has obtained a quote to replace the lights in the grounds of the village hall and has forwarded the quote to LCC after discussions with Amanda Bond.

LCC have offered to contribute £1,000 towards the total cost of the work to be completed.

As a lack of members were present to discuss this item it was agreed it be forwarded to next month. In the meantime the Clerk will produce copies of council's current and projected financial situation for the next meeting and JB will get additional quotes for the work.

Action: JB to obtain further quotes, the Clerk to produce a financial statement.

Item for agenda next month.

c) Trees Overhanging the Public Footpath .

The overhanging branches on south boundary of village hall garden were reported to the gardener. He has now cut these back.

9. **DRAINAGE (18/093)**

a) Updates from LCC, IDB or the Environment Agency.

The grass down into the Beck has been cut by IDB.

10. **PLAYING FIELD, PLAY AREAS AND VILLAGE GENERAL (18/094)**

a) Monthly Inspection of Play Equipment Report.

The Clerk has not yet receive May's and June's report from CH.

b) Gate Combination.

The Gate Combination has been changed and all the clubs and contractors have been notified.

c) Parish Council Risk Assessment.

The Clerk produced a risk assessment for the contractors cutting the grass along the edges of the highway and public footpaths. The Parish Council reviewed this assessment and agreed it should be sent to our contractors.

Action: The Clerk to forward the grass cutting risk assessment to our contractors

d) Overgrown Trees and Shrubs Obstruction of Footpaths.

GG pointed out that footpath along the eastern boundary of the playing field, behind the properties on North Street needs attention. Self-seeding saplings are growing up. It was agreed to add this area to the autumn maintenance plan for our contractor.

AR reported stinging nettles growing out from the little bridge along the footpath to Harrowby Close. Clerk to ask Mick to strim these back

It was also agreed to obtain a price to have the ash paths sprayed off within the boundary of the playing field.

Action: Clerk to get stinging nettles cut back and price for weed killing paths.

Add cutting back of saplings to Autumn maintenance program.

e) Pump station on Beck Street – Fly Tipping.

The vehicle seat has been removed from the entrance of the pump station by Anglian Water.

11. **ALLOTMENTS (18/095)**

a) Allotment Association Meeting.

Notes from the latest meeting had been distributed to the councillors prior to this meeting. There were no comments.

12. **FINANCE (18/096)**

a) Bank Balances and Approval of Bank Reconciliation.

The bank balances were reported as:-

PC Account	26,125.96
Allotment Account	4,159.96
Mary Gresswell Trust	233.39

The bank reconciliation was agreed and approved.

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b) Income Received.

The following amounts were received during the last month and appear in the above bank balance.

Football Club	£60.00
Venue Navenby (for planters)	£40.00

c) Approval of Payments.

It was proposed by GG, seconded by AR and RESOLVED that the following payments are made.

	<u>Invoice</u>	<u>VAT</u>	<u>Total</u>
Apr Salaries/Expenses/HMRC	620.35		620.35
Draper Memorials – War memorial	165.00	33.00	198.00
Mr J Fry – Garden Fork (Replacement as broken whilst carrying out parish work)	7.95		7.95
Autela – pay roll	39.00	7.80	46.80
Digby PCC – Grant	200.00		200.00

d) Annual Return 2017/18.

The Exemption Certificate and associated documents were sent to the external auditors on 25th May 2018. All corresponding information is available on the website and is displayed in the noticeboard.

13. **CORRESPONDENCE (18/097)**

- a) LCC Funding Portal – Distributed to councillors 18.5.18, 11.6.18
- b) Lincolnshire Police – offering training for organising parades
- c) NK Community Champion Award 2018. Nominations by 17th Aug – Distributed to all councillors 30.5.18. It was agreed to nominate the Noel/Paul from the football club for the sports award.
Action: Clerk to liaise with the Chairman to complete the application.
- d) Merchant Navy Day 3rd Sept, Fly the Red Ensign. It was agreed to find out the cost of a flag.
Action: Chairman to forward information received to the Clerk
- e) Charity Commission Newsletter – Distributed to all councillors 30.5.18
- f) Resilient Communities Conference 12th July, The Showroom, Tritton Road – Distributed to councillors 11.6.18
- g) National Eye Health Week, 24th to 30th Sep – Poster in the noticeboard, distributed to councillors 12.6.18
- h) Invitation received to RAF Digby Open Day on 18th Aug. It was agreed AR will attend the open day
Action: Clerk to forward details to RAF Digby of attendees.
- i) Notification of RoSPA inspecting the play equipment in Aug.
- j) Billingham Good Neighbour Scheme is to launch on 6th Aug at Ringmoor House, Billingham.

14. **DATE OF FUTURE MEETINGS (18/098)**

11th July, 15th Aug, 18th Sep, 17th Oct, 14th Nov 19th Dec

15. **ANY BUSINESS TO NOTE FOR THE NEXT AGENDA (18/099)**

The Cross
General Asset Risk Assessment
The Lock up

16. **CLOSED SESSION (for confidential items in accordance with the Public Bodies Act 1960) (18/0100)**

Pay Review.

It was agreed to award the Clerk the pay increase in line with the recommendations of the National Association of Local Council.

There being no further business the Chairman declared the meeting closed.