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MEETING OF DIGBY PARISH COUNCIL

Minutes from the virtual Digby Parish Council meeting held on 15th July 2020 at 7pm.

PRESENT Parish Cllrs James Bourne (JB) Chairman; Tracy Bourne (TB); Gerald Garton (GG);
Karen Groves (KG); Colin Harvey (CH) and Amanda Redsell (AR)

District Councillor Steve Clegg (SC)

In attendance – Angie McDonald, Clerk and Proper Officer.

PUBLIC FORUM

No members of the public joined the meeting, so it was RESOLVED to continue.

DISTRICT & COUNTY COUNCILLORS' MATTERS

District Councillor Steve Clegg (SC).

SC explained the NKDC Leisure facilities will start to open in phases from 25th July.

The Electoral Boundary review had been held due to Covid19 but will recommence in Aug. It is being considered to split Cranwell from our current boundary.

SC stated he had received complaints about noise nuisance from motorcycles from an area off North Street, he has requested the complainant's contact the Anti-Social Behaviour Officer at NKDC with details and any evidence they have.

District Councillor Jim Clarke had noted that although the open space area within Chestnut is now being cut by NKDC, residents are also still cutting it.

POLICE

No report received.

1. CHAIRMAN'S OPENING REMARKS.(20/85)

a) The Chairman welcomed everyone to the meeting.

2. APOLOGIES (20/86)

a) Apologies

Apologies were received from District Councillor Jim Clarke.

1. DECLARATIONS OF PECUNIARY INTEREST & APPLICATIONS FOR DISPENSATION (20/87)

a) Declaration of Interest.

There were no declarations of interest.

4. SIGNING OF THE MINUTES (20/88)

a) It was proposed by GG, seconded by KG and RESOLVED to accept the notes of the Parish Council meeting held on Wednesday 17th June 2020 as a true and accurate record of that meeting.

5. PLANNING MATTERS (20/89)

a) Planning Applications

Received.

Nil

b) Decision Notice.

Nil

6. GENERAL PARISH MATTERS (20/90)

a) Rubbish deposited in old pond area of North Street.

Garden rubbish is being deposited in this area, as it is a public space NKDC will be informed. It was agreed all councillors will look at the site and at the next meeting discuss how to prevent this.

Action: Item to be discuss at the next meeting.

b) Area of Sunken Footpath off North Street.

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This is still to be completed. JB agreed to progress this. **Action:**
JB to arrange the building up of the footpath.

c) 'Happy to Chat' Bench.

The bench has been ordered and we are awaiting the delivery. The 'Happy to Chat' sign has been made and is currently held by the Clerk. AR has arranged for the bench to be installed as soon as it arrives.

7. **HIGHWAYS (20/91)**

a) Potholes or Highways Problems.

The Clerk has reported the poor condition of the surface of the road on the south side of the Beck. Highways reported they will inspect the area.

8. **THE VILLAGE HALL (20/91)**

a) Preparations to Re-open the Hall.

AR reported the Hall Committee are making preparations for the re-opening of the Hall for, possibly, the end of Aug. This is dependent on there being no changes to the current Covid19 recommendations.

9. **DRAINAGE (20/92)**

a) Updates from IDB or the Environment Agency.

JB reported the dyke has been cleared out from the railway to the Fen, some areas have been cleared better than others.

b) Updates from Environment Agency (EA) regarding Digby Fen, Dovetail Farm

The EA have reported they are currently gathering information for the maintenance review from Digby Fen to Billingham. They will be speaking to landowners and will engage with the community within the coming months.

c) Maintenance Programme of The Beck.

It has been noted the beck has not been maintained as well as it has been previously, comments have been received from residents. It was agreed to contact EA for a maintenance schedule of works planned for the area. **Action: The Clerk to contact EA**

10. **PLAYING FIELD, PLAY AREAS AND VILLAGE GENERAL (20/93)**

a) Fees for Clubs using the Playing Field.

It was proposed by GG, seconded by JB to waive the fees for the clubs this year, even though some groups are able to commence using the field, it was RESOLVED. **Action: The Clerk to inform the group users of the field.** b) Tree opposite No.11 North Street.

A request has been received to remove the tree opposite No.11 North Street. It was agreed the councillors will go and look at this and an elder growing against the school fence and report back at the next meeting. **Action: Item to be added to next months agenda.** c) Risk Assessment to Open the Play Area.

Although someone has removed the tapes and the closed play area signs, the site has not been officially agreed to be opened.

The council have now carried out a Risk Assessment of the area and produced signs. It was proposed by JB, seconded by AR to now open the play area. We have carried out an assessment to the best of our ability and will erect the signage stating the procedures to take to reduce the risk of infection. The Clerk will forward the Risk Assessment to our insurance company.

If the risk of Covid19 increases in this area, we will then take action to close the play area.

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Action: The Clerk to put up signs and contact the insurance company.

d) Play Equipment Inspection.

AR confirmed she has inspected the play area and it is safe to open. 11.

ALLOTMENTS (20/94)

a) Allotment Rent

The Clerk confirmed the rent for the Allotments has been received and banked.

12. **FINANCE (20/95)**

a) Bank Balances and approval of Bank Reconciliation.

PC General Acc	£26,082.51
Allotment Acc	£ 5,865.61
Mary Gresswell Trust	£ 5.45

Copies of the bank statements, bank reconciliation and the expenditure were forwarded to the councillors prior to the meeting. The bank reconciliation was approved.

b) Income Received.

Allotment Rent £715.00. This has been banked and is included in the above totals.

c) Approval of the following Payments:

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

	<u>Invoice</u>	<u>VAT</u>	<u>Total</u>
Salaries/Expenses	566.65		566.65
MalcFirth Grass cutting May/Jun	703.26	140.66	843.92
R.G. Groundworks Allotment Road repairs	790.00		790.00
Autella Payroll Services	50.20	10.04	60.24

13. **CORRESPONDENCE (20/96)**

a) LALC – Weekly newsletter. Distributed to all councillors

b) NKDC Weekly Newsletter – Distributed to all the councillor

c) LCC opening details on Household Waste Recycling Centres

d) NKDC Street Numbering details for development off Station Road – Grainfield Lane

e) Email regarding Weekend noise nuisance and public footpath encroachment. This has been dealt with by SC.

f) NKDC – Licensing Act 2003: Statement of Licensing Policy consultation from 7th July to 7th Sept.

g) Issues reported with overgrown footpaths on Church Street and Beck. It was agreed the clerk will write to households concerned about the overgrown paths, and EA will be contacted about the Beck.

Action: Clerk to send out letters to households and contact EA about the Beck.

h) LCC – Rob Kendricks monthly report

i) Police Survey on Fraud and Scams closed 10th July

j) LCC Highways – Bridge safety examination, Station Road will be closed from 22nd Aug at 21.00hrs and reopen 23rd Aug at 06.00hrs

14. **DATE OF FUTURE MEETINGS (20/97)**

Parish Council meetings for 2020

19th Aug, 16th Sep, 21st Oct, 18th Nov and 16th Dec

Annual Parish Meeting – Delayed until further notice

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15. ANY BUSINESS TO NOTE FOR THE NEXT AGENDA (20/98)

1. Teenage Shelter - To be considered when the lockdown is lifted
2. Village Boundary Sign – To be considered when the lockdown is lifted
3. PPE for parish council staff

- 16. CLOSED SESSION** (for confidential items in accordance with the Public Bodies Act 1960) If required. **(20/99)**

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

