

MEETING OF DIGBY PARISH COUNCIL

Minutes from the Parish Council meeting held in Digby War Memorial Hall on Wednesday 21st March 2018 at 7pm.

PRESENT Parish Cllrs James Bourne (JB) Chairman, Tracy Bourne (TB), John Fry (JF), Gerald Garton (GG), Colin Harvey (CH), Amanda Redsell (AM) and Roger Wyness (RW)
County Councillor R Kendrick (RK)
District Councillor S Clegg (SC)
In Attendance Angie McDonald, Clerk and Proper Officer

PUBLIC FORUM – 7pm to 7.15pm.

There were 8 members of the public present.

A representative from the Friends of Digby School Committee spoke of the proposed Summer Fun Day, on either July 6 or 7th, to raise funds for technology equipment for the children and also asked if the Parish Council could make a contribution. The Chairman agreed this will be an agenda item for next month for discussion.

Action: Grant for Friends of Digby School to be an agenda item next month.

Concerns were expressed about the recent cutting down of a hedge, removal of a tree and the temporary blocking of the D-class track on land to the north end on North Street. Were these actions contravening the outline planning conditions placed on the land? Reassurances are needed regarding the ownership of the track and the small open space to the south of this land and the protection of the trees on this area. It was reported that public access along the track had been denied even though it forms part of a public footpath.

19.10 hrs - Colin Harvey (CH) arrived at the meeting.

The Chairman responded that SC will answer many of these questions in his report, and added after seeking advice he was informed a landowner can cut his hedge and also remove a tree, that is not inside a conservation area and that does not have a TPO on it. He can also dig a grip within his own land.

Action: SC to give a report in the full meeting under Item 5b.

A resident also discussed the new planning application at Manor Barn Farm. The division of the original property and annexe into two separate dwellings is planning by stealth. The original development of 5 dwellings has grown to 7 this will put additional pressure on the drainage and services.

1. CHAIRMAN'S OPENING REMARKS. (18/035)

- a) The Chairman welcomed everyone to the meeting and an additional welcome was given to CH as he has returned after recent illness.

2. APOLOGIES (18/036)

- a) Apologies.
All councillors were in attendance so there were no apologies.
RK will arrive later due to attending a meeting at Ashby PC first.

3. DECLARATIONS OF PECUNIARY INTEREST & APPLICATIONS FOR DISPENSATION (18/037)

- a) There were no declarations of interest.

4. SIGNING OF THE MINUTES (18/038)

- a) It was proposed by JF, seconded by GG and RESOLVED to accept the notes of the Parish Council meeting held on Wednesday 21st February 2018 as a true and accurate record of that meeting.

5. COUNTY & DISTRICT COUNCIL MATTERS (18/039)

- a) County Councillor Kendrick to arrive later to give his report.
b) District Councillor Clegg
SC gave a response to the questions raised in the public session and the site meeting that had taken place earlier in the month. With regard to the breach of planning law conditions on outline planning, NKDC says building has not commenced, the work on the hedge and tree does not count as commencement of building work. The Tree Officer has visited the site and states the hedge does not meet the criteria for hedgerow legislation and the reduction in height is permissible. The public footpath means access is permitted along the route of the path. SC is still awaiting further information from Highways, about the track. JF interjected that he had written confirmation from

Highways that the track was a public right of way for vehicles and pedestrians, and is maintained by LCC. The open space area is not registered with the Land Registry so it may belong to the landowner concerned. NKDC have requested proof of ownership, and to date have not had a response. The Tree Officers has inspected the trees on this area and they are not of sufficient quality to be put under the protection of a TPO.

A resident then showed SC documents from Land Registry stating this is land in no ownership.

There is no further action to be taken by NKDC but as the other concerns raised by residents would be classed as a civil dispute these residents can pursue legal advice.

GG stated that objections put forward from the Parish Council are generally ignored by Planning but thanked SC for putting forward and supporting our comments at planning meetings, and also thank him for all his support it providing answers to this issue.

SC continued his report.

An IT advice workshop is available for businesses setting up, details on the NK website.

Lincoln Judiciary are recruiting up to 20 magistrates this year.

The Garden Waste scheme commences again from 1st April.

NK grants are now available from FundNK for community projects.

JB reported fly tipping of glass bottles near Mittens Farm entrance, Fen Lane

GG questioned validity of new NK consultation on Flourishing consultation as it asks questions no one is qualified to answer. He also questioned the cost of the fridge magnet sent to some residents.

- c) PCSO Nicole Woolerton.

No report received.

6. **PLANNING MATTERS (18/040)**

- a) North Street Development.

This item was covered in the Public Forum and District Councillor's report.

- b) Planning Applications Received.

18/0258/HOUS – 59 Church St, Erection of single storey side extension – Response of no objection sent 19.03.18

18/0378/FUL – Plot 6 Manor Farm Barns, Erection of 1 dwelling (previously approved annexe 17/1688/FUL)

It was agreed to object. There were objections of the growth of the number of dwellings on the site from 5 to now 7, there were objections to the road access and it was felt this was planning by stealth. There were also concerns about the very poor surface drainage in the area and extra pressure on services.

Action: Clerk to forward comments to planning.

- c) Decision Notice.

17/1474/FUL – North End Farm, Bloxholm Lane, Construction of agricultural workers dwelling. Application refused by NKDC.

7. **GENERAL PARISH MATTERS (18/041)**

- a) Transparency code – update.

The Clerk confirmed the Internal Auditor's reports have been added to the website under a new Finance page to make using the site simpler.

- b) GDPA (General Data Protection Regulations) and email address update

LALC have provided a toolkit with instructions on how to implement the new changes and sample forms that can be adopted by individual councils. The Clerk has printed off the Action List and is currently carrying out a Data Audit.

The Clerk has contacted an IT company for advice on setting up the Emails.

- c) Meetings and Procedures.

The council have now had time to consider the changes as discussed at the last meeting and agree to move the District and County Councillors, slot to before the meeting. The meeting will still commence at 7pm and the recommended Confidential Report will be used for the Closed Sessions.

- d) Chestnut Close - maintenance of the open space.

The letter, produced by the Parish Council, forwarding the suggestions from NK, on how the open space could be maintained and asking for responses, had been delivered to all the residents of Chestnut Close.

As only a few responses had been received at this time it was agreed to defer this item until next month. The responses will be collated and the information forwarded to NK.

Action: Clerk to add to next month's agenda.

e) Annual Parish Meeting - preparations.

The hall has been booked for 4th April, the invitations sent out to the local groups, the poster advertising the meeting went up on 12th March and the information is on the website. Some responses to the invites have been received. The Clerk will produce the agenda shortly.

It was agreed JF would arrange for the making of the teas/coffee, JB to provide the biscuits and the Clerk to obtain the milk.

f) Best Kept Village Competition.

It was unanimously RESOLVED not to enter the competition

g) Overgrown Hedges around the Village.

GG asked this item be deferred to next month.

Action: Clerk to add to next month's agenda.

h) Changes to Training Dates.

The new dates for the training that was cancelled due to the snow are as follows –

Councillors' Training day now 27th March at Washingborough.

Play Equipment Inspection Training now 3rd May at Dunston.

i) Pump Station on Beck Street.

A vehicle seat has been deposited at the pump station.

Action: The Clerk to report this to Anglian Water.

County Councillor Kendrick arrived at the meeting to give his report.

a) County Councillor Kendrick (RK).

RK reported that the Fair Deal Campaign for Lincolnshire is still on going.

LCC have found an additional £3.3million, within their budget, for potholes and road maintenance, in addition to the £1.7 million obtained from the government fund for potholes.

The consultation for special needs education has now finished and is in the process of being reviewed. Notification for the attendance is growing for the meeting arrange for councillors with the Police and Crime Commissioner. JB has agreed to attend.

During the recent snow, the 43 road gritters have carried out over a 100 runs, compared to the 64 runs for the same time last year.

8. **HIGHWAYS (18/042)**

a) Speed Restriction Request.

A resident has requested a 20mph speed restriction throughout the village. Highways have stated 20mph restrictions are only used in short zones, for example near schools, so cannot be used to encompass a whole village. Digby is already on the School Speed Restriction Zone waiting list.

9. **THE VILLAGE HALL (18/043)**

a) Recent Village Hall Committee Meeting.

There were no comments from the latest minutes received.

b) Ground Maintenance.

An acceptance letter for the prices set by Mr Hand for the Village Hall garden area has been sent.

10. **DRAINAGE (18/044)**

a) LCC update.

Correspondence received 17.03.18 confirms the proposed scheme is still going forward and if all the contracts are in place work could possibly go ahead in autumn 2018, but it may be the case that it is delayed until spring.

11. **PLAYING FIELD, PLAY AREAS AND VILLAGE GENERAL (18/045)**

- 199.
- a) Monthly Inspection Report.
CH has completed the inspection and will forward the paperwork to the clerk.
The spinning equipment is ready for re-installation, but we are waiting for ground to harden up to allow the vehicles access without damaging the ground.
 - b) Playing Field Update.
The 3 replacement litterbins for the playing field have arrived and JF will install them. Three bags of post-fix have been purchased.
A response has been sent accepting the Ground Maintenance prices for this coming season.
 - e) Telephone Kiosk Update.
JB has spoken to the volunteers working on the project and they have agreed to attend the APM to give an update.

12. **ALLOTMENTS (18/046)**

- a) Allotment Association meeting.
Details of the membership as of March 2018 have been received. The Clerk asked for confirmation on setting the rents. It was explained there is a charge for the 42 plots (as vacant ones can be filled during the year) and then a surcharge is added for the non-Digby plot holders.
Action: Clerk to send invoice to Digby Allotment Association.

13. **FINANCE (18/047)**

- a) Bank Balances and approval of Bank Reconciliation.

PC Account	13,608.70
Allotment Account	3,559.31
Mary Greswell Trust	223.36

Copies of the bank reconciliation were distributed to the councillors and approved.
- b) Income Received.
Allotment Field rent £600.00 (paid into Allotment account and included in the current total)
- c) Approval of Payments.
It was proposed by RW, seconded by JF and RESOLVED the following accounts are paid:-

	<u>Invoice</u>	<u>VAT</u>	<u>Total</u>
Mar Salaries/HMRC/Expenses	665.41		665.41
K Hand – Ground maint at Village Hall	256.00		256.00
Glasdon 3xlitterbins	459.69	91.93	551.62
Allotments – Grant for paint	75.00		75.00
LALC Training Scheme (Payment to be made Apr 6 th)	70.00		70.00
- d) Finance and Audit Training.
The Clerk reported on attending the training provided by LALC on 7th March. Useful handouts were given out, for reference, but the Clerk was disappointed that there was not more information on the new auditing procedures coming into force.

14. **CORRESPONDENCE (18/048)**

- a) LCC Funding Portal – Distributed to councillors 27.2.18.
- b) Community Lincs, News and Updates Bulletin Feb 18 – Distributed to councillors 27.2.18.
- c) Meeting with the Police and Crime Commissioner, 8th May at Metheringham Village Hall at 7.30pm – Distributed to councillors 13.3.18 – JB to attend.
- d) NK Flourishing Scale Consultation – Details were distributed to councillors 20.3.18.
- e) Billingham Neighbourhood Plan, consultation from 26th Feb to 9th April. Details distributed to councillors 23.2.18.
- f) News & Updates from Community Lincs – email distributed to councillors 21.3.18.

15. **DATE OF FUTURE MEETINGS (18/049)**

- 4th April - Annual Parish Meeting
- 18th Apr,
- 16th May – The Annual Parish Council Meeting,

200.

20th Jun,
11th July

16. **ANY BUSINESS TO NOTE FOR THE NEXT AGENDA (18/050)**
Billinghay Good Neighbour scheme.
Village Hall Garden Lighting – JB to ask an electrician for advice.
Councillors’ responsibilities – revise list.
17. **CLOSED SESSION** (for confidential items in accordance with the Public Bodies Act 1960) **(18/051)**
This item was not required.

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