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## **Digby Parish Council**

Notes from the parish council meeting held on Wednesday 12<sup>th</sup> April 2023 at 7pm, in Digby War Memorial Hall 2023.

Present – James Bourne, Chairman (JB), Ian Davies (ID), Gerald Garton (GG) and Karen Groves (KG)  
In attendance – Angie McDonald, Clerk and Proper Officer.

### **Public Forum**

There were 5 members of the public present and fly tipping, an abandoned car and dog fouling were discussed. Information about the fly tipping and car had been forwarded to NKDC and LCC prior to the meeting and it has been confirmed both items are being investigated. County Councillor Kendrick has been and visited the area and has been in discussions with neighbours. Although it was noted that there are plenty of dog waste bins around the village, there are still people not clearing up after their dogs. It was agreed to send out a reminder via the village Facebook page.

### **District & County Councillors' Matters**

District Councillors Clegg and Clarke did not attend due to purdah.

County Councillor Kendrick spoke of the item discussed under the public session and confirmed a multi-agency approach will be happening.

He confirmed Highways Officers have inspected several of the fen roads and it is hopeful that there will be some improvements in the next financial year. The B1188 Between Rowston and Digby will be closed at the beginning of May for major works.

The Chairman thanked everyone for attending.

The Chairman declared the meeting in session

#### **1. Chairman's Opening Remarks (23/049)**

a) Welcome.

The Chairman welcomed everyone to the meeting.

#### **2. Apologies (23/050)**

a) Apologies were received and accepted from DD and KH due to holiday and TB due to work commitments.

#### **3. Declarations of Pecuniary Interest & Applications of Dispensation (23/051)**

a) There were no declarations of interest.

#### **4. Signing of the Minutes (23/052)**

a) It was proposed by GG, seconded by ID and RESOLVED to accept the notes of the Parish Council Meeting held on Monday 13<sup>th</sup> March 2023 as a true and accurate record of that meeting.

#### **5. Planning Matters (23/053)**

a) Planning Application received.

23/0245/HOUS – Tatton Fabrications Ltd, Poplar Farm, Fen Road. Erection of single storey front extension

No comments or objections.

23/0362/PNND – Barn Adj Springwell Barn, Beck Street. Prior approval for conversion from agricultural building to dwelling (C3) and for associated operational development. It was noted there is no mention to the public footpath No.5 on the application, which passes through the south west corner of the plot. It was agreed this comment should be forwarded to planning.

b) Decision Notice Received.

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Nil

#### 6. General Parish Matters (23/054)

- a) Update on Community Speed Watch group.

Sites have been selected by the council and forwarded to the Road Safety team for confirmation for safety.

- b) Update on the planned celebrations for Kings Coronation.

Invoices have been received to cover the insurance, the trophies and the bunting, It was proposed by KG, seconded by GG and RESOLVED that Maggie Carr be reimbursed the £379.49 costs incurred to stage the event.

**Action: The Clerk to make payment of the grant of £397.49**

- c) Training booked for 'How to use a Defibrillator'.

The Clerk has arranged for L.I.V.E.S to attend the June Village Hall Coffee morning to carry out basic training on resuscitation and how to use the Defib. The Village Hall committee have been informed. A donation of £50 will be made to L.I.V.E.S to cover the cost of the training.

- d) Fly Tipping on Station Road.

A parishioner has reported a build up of rubbish that is spreading on to the Highway on Station Road. This has been forwarded to Environmental Protection to investigate.

- e) Additional Street Light Request for Greendykes Footpath.

The original request was made over a year ago. LCC have now confirmed they will not provide any further additional lighting due to budget restraints. NKDC have been asked if they can help and we are awaiting a response.

- f) Annual Parish Meeting – Wed 26<sup>th</sup> April

The Clerk confirmed the notices have been placed on the noticeboards and the date is on the website. Invitations have been sent to the local groups and district and county councillors. The police are going to send a representative.

**Action: Refreshments will be supplied by the Clerk and Chairman.**

#### 7. Highways (23/055)

- a) Potholes and Highway Issues.

The Chairman has reported the pot hole on the junction of the Walcott Road and Digby Fen Road to FixMyStreet.

- b) Footpaths of Forget-me-not Way and Church Street.

The branches and brambles have been cleared from Forget-me-not Way and LCC have noted that the Church Street path is being dealt with.

- c) School Safety Zone for Church Street.

If there were no objections from the Consultees by the 10<sup>th</sup> April to the scheme. Details will be notified to all the residents in the area as the next stage in the consultation.

#### 8. The Village Hall (23/056)

- a) Minutes from the Latest Meeting of the Committee.

Minutes have not been received to date.

#### 9. Drainage (23/057)

- a) Drainage Issues.

The Riparian Project is being progressed by LCC. Residents of North Street, The Hurn and Chestnut Close will be contacted by LCC advising them of their riparian rights and responsibilities.

#### 10. Playing Field, Play Areas and Village General (23/058)

- a) Report on the monthly inspection of the play equipment.

DD or KH are to carry out the inspection for this month

- b) Update on improvements the field road surface within the playing field entrance off B1188.

During the wet weather the football teams are now parking at the village hall, which is protecting the field entrance, while further grant opportunities are to be looked at. Currently the Lottery

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Community Fund is being considered. Revised quotes for the work will be required to complete the application. The Football, Pigeon and Bowls club will be asked if they could supply supporting evidence for the need for the road improvements.

**Action: The Chairman to obtain quotes, the Clerk to contact the sporting groups**

c) Dug-out.

The current Dug-out is felt to be beyond repair. The recent strong winds lifted one section of the roof and so for safety it had to be taken off and is currently laying within the Dug-out. It was agreed the whole dug-out needs to be taken down and removed.

**Action: The Chairman agreed to obtain prices to get it dismantled and removed.**

d) Update on the Bowls Club lease.

The lease is still with the solicitors.

**11. Allotments (23/059)**

a) Allotment Committee Update.

All the plots are taken for this year. The committee have a list of maintenance that needs attention. This includes the barrier gate, as it is getting difficult to open and close as it needs to be lifted into position. One of the committee members is going to see what is needed to be done and will contact the parish council. The roads on the site will also need attention.

b) Digby Allotment Association Lease.

The current lease date has expired but it can be extended by resolution of the full council. It was proposed by ID, seconded by GG and RESOLVED the lease be extended by another 3 years. The extension paperwork was signed by the Chairman and a copy will be forwarded to the chairman of the Allotment Association for his signature. A copy will then be retained by both the parish council and the Allotment Committee.

**Action: The Clerk to arrange the lease extension to be signed by the Allotment Association Chairman.**

**12. Finance (23/060)**

a) Bank Balances, Approval of Bank Reconciliation and Signing off of the accounts for the Year 2022/23

PC General Account	31,531.33
Allotment Account	6,212.05
Mary Gresswell Trust	5.45

The bank reconciliation was agreed.

Copies of the end of year accounts were sent to the councillors prior to the meeting.

The Clerk presented the ledger and bank statements, all was in order and the was proposed by GG, seconded by ID and agreed the Chairman sign off the accounts. The proposed reserves for 2023-24 were discussed and agreed.

b) Income received in Mar/Apr.

Precept	21,187.00
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This is included in the reported bank balance.

c) Approval of Payments.

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

Salaries/Expenses	715.70	£ 715.70
CJP Garden Services	30.00	£ 30.00
Maggie Carr – Kings Coronation Celebrations	379.49	£ 379.49
Mr Pesty – Annual Mole contract	160.00	£ 160.00
NKDC – Brown bins	56.00	£ 56.00

d) Annual Governance and Accountability Returns (AGAR)

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Notification has been received that all returns need to be submitted by 3<sup>rd</sup> July and Digby has been selected for the intermediate 5% review.

**Action: The Clerk will arrange for the completed paperwork to be seen by the internal auditor.**

**13. Correspondence (23/061)**

- a) LALC Newsletter - Distributed to all councillors
- b) NKDC Newsletter - Distributed to all councillors
- c) Funding available for portraits of the King
- d) Funding request from Acorn Judo Club – Support to send competitors to Holland.

Unfortunately the parish council cannot provide a grant for individuals. Grants can only be offered if it the item benefits many parishioners of Digby.

**Action: The Clerk to respond to the request.**

e) LCC Temp Road Closure – B1188 between Rowston turn off and Digby Church Street junction for resurfacing from 26 April to 9<sup>th</sup> May.

**14. Dates of Future Meetings (23/062)**

Parish Council meetings

For 2023 – 15<sup>th</sup> May, 12<sup>th</sup> Jun, 10<sup>th</sup> Jul, 14<sup>th</sup> Aug, 11<sup>th</sup> Sep, 9<sup>th</sup> Oct, 13<sup>th</sup> Nov, 11<sup>th</sup> Dec

Annual Parish Meeting 26<sup>th</sup> April

**15. Any Business to Note for the Next Agenda (23/063)**

Asset Register update and inspection of Assets

**16. Closed Session (23/064)**

For confidential items in accordance with the Public Bodies Act 1960, if required.

20.40hrs – There being no further business the chairman declared the meeting closed.