

# NOTES

*Please be advised that these are notes of the meeting taken by the Clerk and cannot in any way be regarded as the official minutes of Council proceedings until they are approved and signed at the next meeting*

**Hemingby Parish Council Meeting**  
**Thursday 19<sup>th</sup> November 2015**  
**Village Hall Hemingby at 7.30 pm**

**Present:** Cllr D Rodwell (Chair), Cllr J Harrison, Cllr W Grover and Cllr A Kemp

**In Attendance:** Mrs A Bushell (Parish Clerk), 6 members of the public, County Cllr W Aron and District Cllr D Andrews

**1. Chairman's remarks**

The Chairman welcomed the members of the public, District Cllr Andrews and County Cllr Aron to the meeting and thanked Cllr Kemp for taking up the vacant position on the Parish Council and welcomed him to his first meeting.

**2. Apologies for absence and reasons given.**

Apologies were received and reasons given were accepted from Cllr Bryant and Cllr Roles.

The meeting was informed that Cllr Robson had resigned from the Parish Council due to moving out of the area.

**3. Declaration of Member's interests in accordance with the Localism Act 2011 and requests from members for a dispensation on any items on the agenda**

Cllr Harrison declared a pecuniary interest in agenda item 4 although this had already been declared to the Monitoring Officer.

There were no other disclosable pecuniary interests declared in matters on the agenda, which had not already been declared to the Monitoring Officer at ELDC.

There were no requests for a dispensation.

**4. To receive an update on the Horncastle flood alleviation scheme**

Steve Hamer from VBA had been unable to attend the meeting so had provided the Parish Council with a written report. A copy of the report had been given to all councillors and members of the public, and the Clerk was asked to get the report displayed on the village website

Members of the Parish Council had visited the site since the last meeting and been showed the archaeological artifacts which had been uncovered. County Cllr Aron was asked if it would be possible to get an archaeological report for the parish magazine, and he agreed to find out and send it to the Chairman.

The meeting was informed that VBA had supported the Play Area Bonfire event by making a donation and lending equipment to be used on the evening. Their assistance had been very much appreciated.

**5. Notes of the meeting held on 16<sup>th</sup> July to be approved as the minutes.**

It was proposed by Cllr Grover, seconded by Cllr Harrison and unanimously RESOLVED to accept the notes as a true record of the meetings. The Chairman signed the minutes.

**6. Report of the Clerk and Councillors on matters outstanding.**

The Clerk reported that planning permission had been granted for The Bungalow, Green Lane (S/082/01566/15).

**7. Reports from District and County Councillors and the Police**

County Cllr Aron informed the meeting that he had attended the LCC Emergency Plan for Communities event 'Operation Barnes Wallis', and there was information about producing a community emergency plan on the LCC website, as well as officers available to help villages to produce a plan.

Cllr Aron agreed to keep the Clerk updated on outstanding Highways issues and he mentioned that the Highways budget was tight. Members of the public were reminded that they can report Highways issues on-line if it can't wait until a Parish Council meeting or they can ring Cllr Aron. It was mentioned that County Cllr Davy had been in the village the previous week, and it was commented that he would be welcomed to attend a Parish Council meeting.

District Cllr Andrews apologised for not attending the last meeting due to an IT issue. He told the meeting that ELDC would be voting on its car parking policy, and some of the car parks may revert back to being free.

There was nobody from the Police in attendance.

**8. To appoint a new representative to the Village Hall Committee, and to receive reports from the Village Hall and Play Area Committees**

It was proposed by Cllr Grover and seconded by Cllr Harrison that Cllr Rodwell be appointed as the new Parish Council representative on the Village Hall Committee.

Cllr Rodwell gave details of the forthcoming events that were taking place in the Village Hall. There was no report given for the Play Area Committee due to the absence of Cllr Bryant.

**9. To agree winter preparations, snow clearance and salt**

Cllr Bryant would be asked for an update which would go in the next issue of the magazine along with a request for volunteers to help with snow clearance. It was agreed that the grit bins needed to be checked to make sure that they were full, and LCC would be asked to do this.

**10. To resolve whether to apply to the Lincolnshire Road Safety Partnership for 6 free passive speed signs**

The Chairman and the Clerk had met with Gary Chance from the Lincolnshire Road Safety Partnership to try and identify a suitable post to display a passive speed sign on, but they had been unable to identify one, so Gary Chance had agreed to ask questions about where to display signs in a village that had no lampposts. It was agreed to wait and see what he came back with.

**11. To consider contacting BT regarding adopting the phone kiosk in the village**

It was felt that if the Parish Council didn't do something then BT would remove the phone kiosk completely. The meeting was informed that BT had offered to pay for the electricity supply to adopted phone kiosks for 5 years. The Chairman reminded the Parish Council that

there was a person in the village who was willing to look after it and keep it in good order, but the village needed to identify a use for it.

It was proposed by Cllr Grover, seconded by Cllr Kemp and unanimously RESOLVED to apply to BT to adopt the phone kiosk for £1.

The village would be asked what they thought the kiosk should be used for. It was also pointed out that it would have to be added to the Parish Council's insurance once it was adopted.

## **12. To adopt a new Complaints Procedure**

The Clerk had provided a draft document to consider which had been taken from the LALC model document.

It was proposed by Cllr Grover, seconded by Cllr Harrison and unanimously RESOLVED to adopt the Complaints Procedure.

## **13. To consider items of correspondence received since last meeting**

The Council noted the following items of correspondence had been received since the last meeting and were available to read on request:

1. Wolds News (*passed to Cllr Rodwell to display in Village Hall*)
2. Clerk & Councils Direct magazine (November issue)
3. Notification that Full Planning Permission has been given to The Bungalow, Green Lane – S/082/01566/15
4. ELDC – Letter regarding future funding of Town and Parish Council Elections and Precepts for 2016/17 (*E-mailed to councillors with the agenda*)
5. LALC – Letter regarding LALC and NALC subscription fees for 2016-17 (*E-mailed to councillors with the agenda*)

## **14. To consider and respond to the school admissions policy consultation**

The Parish Council agreed not to respond to the consultation.

## **15. Financial Matters**

### **a. To receive a financial report**

The Council received a financial report and a bank reconciliation which was checked and signed by the Chairman. The Clerk ran through the financial report and answered questions.

### **b. To approve the payment to Andy Jackson of £450.00 for cutting the parish footpath and grass verges during 2015**

It was proposed, seconded and unanimously RESOLVED to approve the payment to Andy Jackson.

### **c. To resolve to pay the Clerk's wages for the period of 1<sup>st</sup> August to 30<sup>th</sup> November 2015**

It was proposed, seconded and unanimously RESOLVED to pay the Clerks wages which was £300.

### **d. To consider the draft 2016/17 budget**

A draft budget had been produced by the Chairman and the Clerk for councillors to consider and the Chairman highlighted the following points:

- The Parish Council needed to budget for the cost of an election in 2019 which would be £500, so £166.66 needed to be included in the budget for the next 3 years to reach this figure, and if it was not needed in 2019, it would be ring fenced for the purpose of an election.
- If there was a By-election this would cost the Parish Council approximately £2,000, but it was felt that it was unlikely that there would be one, so it had not been included in the budget.
- £100 had been taken from reserves to reduce the increase to the precept.
- A precept of £1,762 was being proposed, which was a 9.77% increase on last year's amount, but until ELDC confirmed the tax base figure for 2016/17 the % increase to residents could not be accurately calculated.
- The budget and precept would be formally adopted at January's meeting, so councillors were asked to look over the budget before then.

#### **16. Items for the next Agenda**

The next meeting would be held on Thursday 21<sup>st</sup> January and the following items would be on the agenda:

- Flood alleviation scheme update
- To adopt the budget and set the precept for 2016/17
- To receive feedback on the Winter preparations
- To receive feedback from Gary Chance on the Passive speed signs
- Update on the adoption of the BT kiosk

#### **17. To resolve on whether the Council will move into closed session to discuss employment matters**

It was proposed by Cllr Grover, seconded by Cllr Harrison and unanimously RESOLVED to move into closed session.

#### **18. To receive the Clerk's annual performance review carried out by the Chairman, and to approve the changes required to the Parish Clerk's contract of employment following the review**

The Chairman ran through the Annual Performance Review of the Parish Clerk, and the Parish Council approved the amendments that were suggested to the Clerk's contract of employment.

**The Chairman declared the meeting closed 8.16pm**

#### **Notes from the Public Forum (7.30pm – 7.45pm)**

- An update was asked for on the gulleys in Green Lane. County Cllr Aron agreed to chase up the Highways Officer for an update.
- It was requested for the potholes in Horsemoor Lane to be filled in when Highways were next in the area. County Cllr Aron agreed to deal with this request.
- A resident asked about the finds from the archaeological dig at the flood alleviation scheme site, and was told that they had found flint of national significance which was currently being studied and there would be a report in due course. The carbon dating on the other items that had been found had not yet been completed.