

MEETING OF INGOLDSBY PARISH COUNCIL

Minutes of the **Ingoldsby Parish Council Meeting** held in the Village Hall, Ingoldsby on Wednesday 11 February 2015.

Public Forum: There were no parishioners present. District Councillor Stephens was in attendance and he reported that the work on the Grantham bypass had begun in some form despite a challenge in the Court of Appeal from Larkfleet Homes.

1. WELCOME REMARKS BY THE CHAIRMAN (15/001)

- a) The Chairman, Councillor Harrison welcomed Members to the meeting and thanked them for their attendance. Those in attendance: Councillors Eldred, Ward-Barrow, Wedge and Weller.

2. APOLOGIES (15/002)

- a) None.

3. DECLARATIONS OF PECUNIARY INTEREST & DISPENSATIONS (15/003)

- a) Councillor Eldred reported her interests in relation to the Village Hall. Councillor Wedge declared an interest in relation to planning matters.

4. SIGNING OF THE MINUTES (15/004)

- a) The Clerk's notes from the meeting of Wednesday 10 December 2014 were agreed to be a true and accurate record and were duly signed and dated by the Chairman.

5. CLERK'S REPORT (15/005)

a) Community Wildlife Grant

Councillor Weller proposed that the agenda item is deferred until after the Annual Parish Meeting when parishioners' views could be more widely sought. Members noted the closing dates for the grant of 1 April and 1 September. The proposal was seconded by Councillor Eldred and passed by resolution of the council.

b) VETS (Village Emergency Telephone System) Scheme

The Clerk informed Members that she had asked Martin Fagin whether he would be available to meet with the Chairman and Councillor Weller to provide some clarification as there is a lack of understanding as to how the VETS scheme works in practice.

Action: Councillor Weller to circulate to Members, a draft letter to the volunteers for approval. Clerk to confirm the details of the VETS fee with the CHT.

c) Village Entrance Improvements

Councillor Ward-Barrow presented the cost of installing planters made from log rolls. Members agreed to defer the item to the April meeting pending further enquiries.

Action: Clerk to email the application form for a Highways Licence to Councillor Ward-Barrow. Members to try to obtain troughs for the purpose as previously discussed.

d) Clerk's Annual Leave

The Chairman at the Clerk's request proposed that she be allowed to take the remainder of her annual leave in March. The proposal was seconded by Councillor Weller and passed by resolution of the council.

e) Play Area

The Clerk presented the findings from her routine visual inspection of the play area which provoked lengthy discussion.

Action: Clerk to investigate potential sources of funding. Clerk to arrange a joint meeting of the Parish Council and the Trustees of the Playing Field Committee.

f) Media Policy

Councillor Eldred proposed the adoption of the model Media Policy. The proposal was seconded by Councillor Weller and passed by resolution of the council.

g) Data Protection

The Clerk informed Members that the Parish Council have a statutory duty to register with the Information Commissioner's Office at a cost of £35.00. Members resolved to approve the payment.

Action: Clerk to register with the ICO.

h) Co-option Policy

Councillor Wedge explained that the objective in creating this policy was to devise a system for co-option which is totally clear and transparent. Councillor Eldred said that she thought that there are already statutory procedures in terms of the co-option process. Councillor Weller said she thought the document was useful. Councillor Wedge propose the adoption of the policy. The proposal was seconded by Councillor Ward-Barrow and passed by resolution of the council.

i) Annual Parish Meeting

The Annual Parish Meeting which is the meeting of the electorate has been scheduled to take place on Wednesday 25 March 2015 at 7.45pm.

Action: To invite the village organisations to make presentations (after individual representation).

j) Sandbags

Councillor Ward-Barrow said that the storage would need to be easily accessible in the event of a flood. Councillor Ward-Barrow suggested the sand is stored at the Playing Fields' Pavilion on pallets and is covered with tarpauling. Councillor Weller suggested that Mr Fitch may be able to offer indoor storage within the parish.

Action: Councillor Ward-Barrow to make further enquiries with Mr Atkin in relation to storage.

k) Flagpole

Councillor Eldred informed Members that she had received a request from parishioners in relation to raising the flag on 8 May and 15 August 2015. Members agreed that if it is a special anniversary of these events that the flag would be raised in the current year but not on a regular basis.

Action: Councillor Eldred to make further enquiries.

6. **COUNTY & DISTRICT COUNCIL & COMMUNITY MATTERS (15/006)**

a) County Councillor Martin Hill.

i) Not present.

b) District Councillor Peter Stephens.

ii) Councillor Stephens made his presentation in the public forum before leaving the meeting.

7. **HIGHWAYS (15/007)**

a) New & outstanding highways defects

- The Chairman reported that the Irnham Road Sign has been damaged.
- Edge of road falling away outside the Old Vicarage on Bitchfield Road.

Action: Clerk to report the defects to the Area Highways Department.

b) Wheelie Bin Stickers

Members agreed not to pursue this agenda item.

c) Village Walkabout in 2014

Members noted the comments made by Bryan Gault further to the village walkabout 2014 circulated by the Clerk on 16 December 2014. Members noted that the Bitchfield Road hedge (on the Rectory Side) had still not been cut back and continues to encroach on the Bitchfield Road. The Chairman said he suspected that this is the responsibility of Lincolnshire County Council.

Action: Clerk to liaise with Mark Heaton, the Area Highways Manager at LCC.

- d) LRSP Site Visit
Members noted that an update is not available from the LRSP in relation to their site visit.

8. **PLANNING MATTERS (15/008)**

- a) Planning Decisions received:
i) S14/3308 – Wedge, Erection of two storey side extension to dwelling. Decision: Approved conditionally on 21 January 2015.
- b) Planning Matters awaiting decision:
i) None.

9. **FINANCE (15/009)**

- a) To note the bank balances:
i) Current Account as at 4 February 2015: £1500.43
ii) Savings Account as at 4 February 2015: £901.25

- b) Income received:
i) Interest (November, December & January) £0.15
ii) Parochial Church Council (Grounds Maintenance) £35.00
**To note that £187.50 is outstanding.*

Action: Clerk to arrange an extraordinary meeting to follow on from the Annual Parish Meeting to discuss the letter received from Carolyn Adcock dated 11 February 2015.

- c) To note the following expenditure since the December meeting:
i) S137 St Bartholomew's Church (approved at the December meeting) £200.00
ii) Clerk's Salary, January £147.61
iii) Autela, Quarter 3 £27.00

- d) Members resolved to approve the following payments:
i) Clerk's Salary, February £73.64
ii) Clerk's Expenses (paper) £18.99
iv) Autela, Quarter 4 £27.00

- e) The income and expenditure account was accepted and the bank balances were verified. The bank statements and bank reconciliation documents were signed by Councillor Eldred.

- f) Members noted the increase in the Section 137 Allowance from £7.20 per head of elector to £7.36 from 1 April 2015.

- g) The Clerk updated Members in relation to the Transparency Code for Smaller Authorities 2014 and the implications this will have at year end and for external audit.

10. **CORRESPONDENCE (15/010)**

Members noted the following items of correspondence:

- a) LALC News & Parish Update.
- b) Letter from Julie Edwards, Elections & Democratic Services Team Leader, SKDC, dated 29 January 2015 in relation to Parish Council Elections – 7 May 2015. The Clerk informed Members that she will collect the nomination papers on 2 March 2015.
- c) Letter from Planning Policy, SKDC in relation to the South Kesteven Local Plan for 2036. The Clerk informed Members that she attended the briefing at SKDC on 10 February 2015. Planning policy are looking for input on the consultation and are interested to hear whether non sustainable communities are interested in receiving any development.
- d) Email from Andy Gutherson, County Commissioner for Economy and Place, LCC in relation to the Lincolnshire Mineral and Waste Local Plan.

e) Council Publicity during the Election Period.

11. DATE OF FUTURE MEETINGS (15/011)

- a) 25 March (Annual Parish Meeting and Extraordinary Meeting of the Parish Council), 29 April, 20 May (Annual Parish Council Meeting), 15 July, 14 October, 16 December.

The Chairman, with full agreement of the Council, and in accordance with the Public Bodies Act 1960 moved the meeting to closed session due to the confidential nature of items to be discussed.

The Chairman closed the meeting at 10.00pm.