

**Minutes of the Ingoldsby Parish Council Meeting held in the Village Hall, Ingoldsby on
Wednesday 16 October 2019**

Public Forum: There were six parishioners present.

A parishioner raised the issues of blocked drains near to Rosemary Rise. The Chairman confirmed that the gutters had been suction cleaned today.

There was mention, for information only, that the telephone is being removed from the kiosk as it not being used. Discussion ensued about the need to improve mobile phone coverage in the village.

A parishioner updated the meeting in relation to progress regarding the application for a public right of way over Askey Lane.

A parishioner confirmed that a steering group is organising VE day celebrations in Ingoldsby for 10 May 2019. There will be a meeting on Sunday 20 October 2019 at 1.30pm for anyone who would like to be involved.

1. WELCOME REMARKS BY THE CHAIRMAN (19/034)

The Chairman thanked those present for their attendance. He told the meeting that unfortunately the planning application for the installation of telecommunications equipment in the village has been withdrawn. The Chairman reminded the meeting that the village litter pick is scheduled to take place on 19-20 October and encouraged volunteers to attend.

2. APOLOGIES (19/035)

None.

3. DECLARATIONS OF PECUNIARY INTEREST & DISPENSATIONS (19/036)

- a) No reports of pecuniary interests or applications for dispensations in relation to the agenda.
- b) Councillor Eldred reported her interests in relation to the Village Hall Committee.

4. SIGNING OF THE MINUTES (19/037)

- a) Members resolved to accept the Clerk's notes of the Parish Council meeting held on 14 August 2019 as a true and accurate record of that meeting.

5. GENERAL MATTERS (19/038)

a) District Councillor

Apologies were received from Sarah Trotter.

For District Council related matters please contact Councillor Sarah Trotter on Sarahtrotter64@gmail.com.

b) County Councillor

Not present.

c) Community Improvements

The Chairman confirmed that the new Parish Council noticeboard has been received and is pending installation.

Action: Councillor Slight to provide the Clerk with dimensions for a planter.

d) Community Speedwatch Scheme

Members noted that there had been insufficient interest in terms of volunteers to make the scheme viable.

e) Rosemary Rise

Members noted that parishioners had petitioned the Area Highway Department at Lincolnshire County Council to remove a grass verge to create additional parking on Rosemary Rise. The Clerk read out an extract from a letter sent by Paul Rusted, Head of Highways Services dated 16 October 2019:

“These grass verges are part of the highway maintainable at public expense and unfortunately there are multiple physical restrictions which make the removal and replacement with additional parking spaces impracticable. The verge area is built up with kerbs, which would need to be removed to their foundations requiring works of a significant scope and cost. There are also telecommunications posts, a street lighting column and seating structure, all of which would need relocating with the agreement of third parties. At this stage, whilst I sympathise with the frustrations parking is causing, removal of the grass area is not justifiable”.

A parishioner was permitted to speak. She stated that the grassed verge referred to in the letter from Mr Rusted is not the area they seek to be transformed into parking spaces.

Action: Parish Council to send a letter of support requesting a site visit to County Councillor Martin Hill and Mr Rusted, Head of Highways Services.

f) Waste Bin

District Councillor, Sarah Trotter pursued enquiries on behalf of the Parish Council. In an email to Councillor Trotter dated 7 October 2019, Clova Townhill from SKDC confirmed that the new bin would be added to SKDC’s emptying schedule.

Action: Clerk to confirm that LCC are going to pay for and install the new bin.

g) Askey Lane

Vice-Chairman Stephen Slight stated that the working group had no re-convened since the last meeting of the Parish Council.

Action: Chairman to obtain quote for maintenance of Askey Lane. Clerk to re-send CT1 to members. CT1 to be mailed with payment to the Land Registry. Mediated meeting with relevant parties to be scheduled. Working party meeting to be scheduled.

h) Play Ground

The Chairman stated that he had held a preliminary meeting with Mr Martin Atkin of the Playing Field Association as the playground is sited on land belonging to the PFA. He confirmed said that ‘we are moving in the right direction’ and he said he hoped that villagers would come together in support.

i) Clerk’s Overtime

Members resolved to approve the Clerk’s overtime (16 hours).

j) Annual Policy Review

Members resolved to re-adopt all current Parish Council policies.

6. **HIGHWAYS (19/039)**

- a) New faults can be reported at www.lincolnshire.gov.uk/faultreporting or email cschighways@lincolnshire.gov.uk or contact customer services by telephone on 01522 782070.

Mr Atkin (via email) reported a blocked drain on Main Street outside the telephone kiosk. **Action: Clerk to report to LCC Highways.**

- b) Bitchfield Road

The Chairman reported that Bitchfield Road continues to deteriorate. A member of the public was permitted to speak during the meeting and she reported that she had hit a pothole on Bitchfield Road which caused £4,000 of damage to her vehicle.

Action: Clerk to write a letter to Rowan Smith, Local Highways Manager (West) and County Councillor Martin Hill.

- c) 30 mph sign, Grantham Road

Action: Clerk to write a letter to Rowan Smith, County Councillor Martin Hill and Councillor Richard Davies.

- d) Village Walkabout, 20 July 2019

A summary of issues discussed:

- 2 water leaks near to Chapel Lane. Reported to Anglian Water by Vice-Chairman Steven Slight.
- Blocked drains.
- Askey Lane - Mr Smith suggested the Parish Council write a letter in support of the application for a public right of way. This has been actioned by the Clerk.
- The proposed site of the telecommunications mast in planning application S19/1191 was discussed (application withdrawn).
- Bitchfield Road - Mr Smith explained that there is insufficient funding in the highways budget for repairs to Bitchfield Road.
- The grass around the Chapel Lane road sign and the bank to the left of Chapel Lane has been added to the highways grass cutting schedule.

7. **PLANNING MATTERS (19/040)**

- a) New Planning Matters:

i) None.

- b) Members noted the decisions received/awaited:

i) S19/1311 – ARNOLD, The Rectory, Back Lane, Ingoldsby. The lawful development certificate for the creation of a new entrance/drive, hardstanding with on-site drainage, erection of garden walls and insertion of roof lights.

ii) S19/1312 – ARNOLD, The Rectory, Back Lane, Ingoldsby. Lawful development certificate for the erection of a detached annexe. REFUSED.

8. **FINANCE (19/041)**

- a) Members noted the bank balances as of 10 October 2019.

Current Account	1,138.17
Savings Account	7,780.14
TOTAL	<u>8,918.31</u>

- b) Members noted the income received between 9 August and 10 October 2019.
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|--------------------|--------------------|
| September Interest | 1.32 |
| October Interest | 1.28 |
| TOTAL | <u>2.60</u> |
- c) Members noted the following expenditure to be paid or having been paid in line with the approved list of regular payments between 8 August and 10 October 2019.
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|--------------------------------|-----------------------|
| BT Invoice (August) | 77.40 |
| BT Invoice (September) | 77.40 |
| Clerk's Salary (August) | 326.56 |
| Clerk's Salary (September) | 100.48 |
| Autela, Quarter 2 | 47.08 |
| Postage | 6.00 |
| Bulbs | 49.90 |
| Noticeboard | 1661.54 |
| Grass Cutting (Invoice 1041) | 70.00 |
| Village Hall (May – July hire) | 66.50 |
| Village Hall (August hire) | 15.75 |
| TOTAL | <u>2498.61</u> |
- d) The income and expenditure account for September and October were accepted and the bank balances were verified.
- e) Section 137 payment to British Red cross of £40.00 is outstanding.
Action: Clerk to re-send information to Members for payment by cheque.
- f) Purchase of 5, 30mphs signs at £10 per sign is outstanding.
Action: Clerk to re-send information to Members for payment by cheque.
- g) Second quarter budget review

In terms of expenditure, the clerk's wage is currently over budget by £100 and is expected to increase with further overtime to be paid in November. The Clerk recommended that Council members draw funds from reserves to plump the estimated budget figure by £400.00 to £1856 from the current figure of £1456.00.

Expenses, payroll services, annual subscriptions, internal audit fees, insurance, defibrillator maintenance package and VETS scheme and SKDC garden waste scheme budget headings are within budget.

Grounds maintenance has a budget ceiling of £450.00 so this budget head is of no concern in terms of overspending.

The BT budget heading is overspent by 6%. The Clerk recommended that this be reviewed in January at the start of the third quarter.

The village hall spending is currently 98% against the budget and this will be exceeded. The Clerk recommended plumping this budget head by £100.00 by drawing on reserves.

The Clerk confirmed that VAT from large purchases like the noticeboard this year will be received in the next financial year.

The Section 137 budget of £150.00 remains unspent.

In terms of earmarked reserves, following recent purchases of a new noticeboard and bulbs, the earmarked reserve figure for community improvements rests at £1933.96 and with the earmarked reserves for elections and a new defibrillator the earmarked reserves total is £4108.70.

There is a surplus of £3671.44 in the savings account and it is recommended that the £500.00 require to boost the budget be drawn from this sum. The Clerk recommends only moving the sum to the current account should the current account balance fall low. This can be reviewed at the beginning of the third quarter in January.

Members resolved to approve the recommended changes to the budget.

- h) The Clerk asked Members to put forward any budget considerations for the 2020/2021 budget which will be formulated over the coming weeks.
- i) The PFA have applied for funding to assist with the costs of refurbishing the toilets. Members agreed that they would like to see the Section 137 grant application before making a decision regarding expenditure.
Action: Clerk to add the item to the November agenda.

9. **CORRESPONDENCE (19/042)**

Members noted the following correspondence:

- a) Email from Clive Kebel dated 3 September 2019, Informal Consultation on the Ropsley and District Neighbourhood Plan.
- b) Email from Councillor Richard Davies, LCC dated 10 September 2019 in relation to the award of new highways contract to Balfour Beatty Group Ltd, Colas Ltd and WSP UK Ltd. The 12-year contract will commence from 1 April 2020 with a value of £762 million.
- c) Email from SKDC Planning Policy dated 27 September 2019 in relation to a public consultation on the main modifications of the new Local Plan. Consultations will take place between 30 September and 11 November 2019.
- d) Email from LCC Planning Services dated 18 September 2019, LCC Statement of Community Involvement 2019 – Notification of Adoption (how the County Council will consult and engage with the public when producing planning policy documents relating to the Lincolnshire Minerals and Waste Local Plan).

10. **DATE AND TIME OF NEXT MEETING (19/043)**

- a) Members agreed to hold the budget consultation meeting on Wednesday 13 November 2019 at 8pm in the Village Hall. Member agreed to hold the precept-setting meeting on Wednesday 11 December 2019 at 8pm in the Village Hall.

The Chairman closed the meeting at 9.13pm.