

**Minutes of the Ingoldsby Parish Council Meeting held in the Village Hall, Ingoldsby on
Wednesday 12 February 2020**

Public Forum: There were no parishioners present.

1. WELCOME REMARKS BY THE CHAIRMAN (19/062)

The Chairman informed the meeting that he had received a letter on behalf of the Parish Council from Gareth Davies, MP inviting the Chairman of the Parish Council to a meeting with the MP and the Leader of South Kesteven District Council, Callum Cook on Friday 20 March between 1-3pm. The purpose of the summit is to discuss how 'they' can assist with local issues.

Action: Members to agree to send a delegate to the meeting.

2. APOLOGIES (19/063)

None.

3. DECLARATIONS OF PECUNIARY INTEREST & DISPENSATIONS (19/064)

- 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 (19/065)

- a) Members resolved to accept the Clerk's notes of the Parish Council meeting held on 11 December 2019 as a true and accurate record of that meeting.

5. GENERAL MATTERS (19/066)

a) County Council Matters

The Clerk informed Members that she had been offered a Skype training session for the new Town and Parish Council websites by Bex Allen, the Programme Officer at Lincolnshire County Council. The Clerk reminded members that log in details will only be provided to participating councils upon completion of the training.

The Chairman informed the meeting that Bitchfield Road continues to deteriorate referring to it as a 'crumbling mess'. The Clerk informed Members that she had not received any feedback from Councillor Hill in relation to this or the blocked gully.

Action: District Councillor Sarah Trotter agreed to raise Bitchfield Road with County Councillor Martin Hill.

b) District Council Matters

District Councillor Sarah Trotter informed the meeting that the Ward Grant application for £150.00 for the community planter had been approved and is pending process by the Finance Department.

District Councillor Sarah Trotter addressed the planning application from Clark Telecom reference S19/2055 for the proposed telecoms base station off Main Street, Ingoldsby. She stated that the Case Officer, Peter Lifford had similar concerns regarding the site and vehicular access. He had forwarded his concerns to the agent and is awaiting a response (see agenda item 7b).

Action: District Councillor Trotter to follow up and report back to the Parish Council.

c) Askey Lane

Members resolved to approve the creation of a new budget heading for Askey Lane titled 'Community Maintenance'. Members expressed their gratitude to Mr Peter Harden for his assistance – his in-depth knowledge of the village and its history has helped greatly.

d) Section 137

i) PFA application for funds for bathroom refurbishment.

The Chairman proposed a sum of £300.00 be awarded from Section 137 towards the bathroom refurbishment at the Social Club. The proposal was seconded by Councillor Weller and passed by resolution of the Council.

ii) PCC Cemetery Grass Cutting
Application not received.

iii) VE Day Celebrations
Application not received.

It was agreed that the items ii and iii are to be removed from the agenda pending application forms.

Action: Delegate to print off and hand deliver application forms.

e) Community Improvements

i) Members agreed to hold the spring litter pick on Saturday 7 March 2020 at 10am at the village hall (8 March will be rain standby date). Community volunteers are warmly welcomed. A light lunch will be served at 12pm.

ii) Councillor Slight has identified a suitable model at B&Q in Peterborough. The Clerk asked Councillor Slight to obtain a VAT receipt addressed to Ingoldsby Parish Council for the purpose of reclaiming the VAT.

Action: Councillor Slight to purchase the planter, compost and plants.

iii) Members agreed on the model of the waste bin; the dark green, hooded trimline waste bin with banding kit complete with metal liner from Glasdon UK Ltd.

Action: Councillor Ward-Barrow to measure the diameter of the mounting pole. Clerk to liaise with County Councillor Hill and carry out the purchase.

iv) The Chairman confirmed that the new Parish Council noticeboard had been installed.

v) The Chairman confirmed that the five new 30mph signs had been received from the Lincolnshire Road Safety Partnership.

f) Rosemary Rise Parking
Members noted that a letter had been received from Clair Dixon, Management Support Officer supporting Mr Paul Rusted, Head of Highway Services dated 27 January 2020 in relation to a proposed meeting with Mr Richard Fenwick, the County Highways Manager, Mrs Yvonne Bullen and representatives from the Parish Council. The Clerk informed Members that she had advised Ms Dixon of the Parish Council availability. Ms Dixon confirmed receipt on 10 February 2020 and stated that Mrs Bullen had not yet provided her availability.

g) Meeting between Parish Council and Playing Field Association to explore joint co-operation in relation to the Playground
The Clerk apologised for the delay in producing the notes from the meeting with the Parish Council and Playing Field Association Committee held on Wednesday 5 February 2020.

Members of the joint meeting discussed an agreement that the playground and tennis court area should be preserved by the Parish Council for current and future generations of children in Ingoldsby. The Playing Field Association maintained that it can no longer financially support the playground. LALC and NALC solicitors have confirmed by email that there are no legal issues with the Parish Council taking on the administration of the playground. Councillor Weller raised the Sports England funding for a potential multi-surface area in place of the tennis court. Members agreed that canvassing the local and surrounding areas is required to determine support. It was agreed that a working group of the Parish Council should be formed with three members from each group. An additional three members will be recruited from the parish.

The Chairman confirmed that the playground has been closed for the winter as it is deemed unsafe. Members recommended keeping the play area closed indefinitely until it can be assessed by a RoSPA qualified professional. The Clerk recommended to Members that the Parish Council do not 'officially' take over the running of the playground until it has been replaced or demolished due to liability issues.

Action: Membership of working group to be determined. Further advice to be obtained from NALC legal team.

h) BT contract
Councillor Slight proposed a new 2-year contract at £36.99 per month with a one-off payment of £8.50 with British Telecom for telephone and internet services at the village hall. The new pricing will save the Parish Council in the region of £82.53 per quarter. The proposal was seconded by Councillor Ward-Barrow and passed by resolution of the Council.

i) Clerk's Overtime & Annual Leave
The Chairman, Councillor Harrison proposed Members approve payment of the Clerk's annual leave at 10 hours and overtime at 14 hours. The proposal was seconded by Councillor Slight and passed by resolution of the Council.

6. **HIGHWAYS (19/067)**

a) To receive any reports of new or outstanding highways defects and other updates if available. New faults to be reported at www.lincolnshire.gov.uk/faultreporting or email cschighways@lincolnshire.gov.uk or contact customer services by telephone on 01522 782070.

b) Bitchfield Road and 30 mph sign, Grantham Road

The Chairman informed the meeting that repair crews had been in the village with ‘teaspoons’ of tarmac to repair areas of Bitchfield Road but that fundamentally the condition of the road had not changed.

Action: Clerk to arrange the annual village walkabout (Email to be sent to Rowan Smith, County Councillor Martin Hill and Executive Councillor for Highways, Richard Davies).

c) Damaged signs, Bitchfield Road (reported reference 4141370) repair outstanding.

7. **PLANNING MATTERS (19/068)**

a) New Planning Matters:
None.

b) Decisions received or awaited:

i) S19/2055 – HAFIZ on behalf of CLARK TELECOM, Proposed base station installation south west of un-named road off Main Street, Ingoldsby. Deadline for comments 24 December 2019.

8. **FINANCE (19/069)**

a) To note the current bank balances as at 6 February 2020.

Current Account	575.56
Savings Account	7384.06
TOTAL	<u>7959.62</u>

b) To note the following income received between 4 December 2019 and 6 February 2020.

December Interest	1.28
January Interest	1.32
TOTAL	<u>2.60</u>

c) To note the following expenditure to be paid in line with the approved list of regular payments or for Approval between 4 December 2019 and 6 February 2020.

Village Hall (December)	14.00
BT Invoice (December)	77.40
BT Invoice (January)	77.40
Clerk salary (January)	100.48
Autela Quarter 3	47.08
PFA S137	300.00
TOTAL	<u>616.36</u>

- d) The income and expenditure account for January 2020 was accepted and the bank balances were verified. Proposed by Councillor Harrison, seconded by Councillor Slight and passed by resolution of the Council.
- e) The Clerk informed Members that the Section 137 payment of £50.00 to the RBL is outstanding due to office hours.
Action: Clerk to make the payment.
- f) The Clerk informed Members that the cheque in the form of a Section 137 British payment to the British Red Cross had not yet cleared.
Action: Clerk to contact the British Red Cross.
- g) The Clerk informed Members that a refund of £40.00 had been received with no explanation as to why, from the Land Registry for the Caution Against First Registration (CT1) for Askey Lane.
- h) The Clerk informed Members that in line with Financial Regulations and with the proper authorisation she had transferred £400.00 from the reserves in savings to the current account to cover year end costs as the figure in the current account sat at £175.56 which is insufficient. Members ratified this measure by resolution of the Council.
- i) The Clerk informed Members that despite a recent bout of ill-health Mr John Jackson had confirmed he will stand as Internal Auditor to the Council for 2020-2021.
- j) The Clerk confirmed renewal of the Norton anti-virus software annual subscription.

9. **CORRESPONDENCE (19/070)**

- a) Members noted the email from Andrew Savage, Senior Countryside Officer in relation to Footpath 13 and a complaint received regarding the 'Dogs Not Allowed' sign. The Clerk confirmed that the Parish Council had not been responsible for erecting the sign.
- b) Members noted the email from SKDC dated 10 January in relation to the SKDC Local Plan 2011-2036 – Notice of Publication of Inspector's Report. Councillor Trotter stated that this will not overly affect Ingoldsby as it is a small village.
- c) January Edition, Lincolnshire County Council Newsletter.
- d) December Edition, LALC News 171.

10. **DATE AND TIME OF NEXT MEETING (19/071)**

- a) The next meetings of the Parish Council will be held on Wednesday 15 April 2020 at 8pm in the Village Hall, Ingoldsby.
- b) The Annual Parish meeting will be held in the village hall on Wednesday 27 May 2020. Time to be confirmed.
- c) The Annual Parish Council meeting will be held in the village hall on Wednesday 27 May 2020. Time to be confirmed.

11. **CLOSED SESSION (19/072)**

The Chairman closed the public meeting. 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 public session at 9.15pm