

## MINUTES

### HACONBY & STAINFIELD PARISH COUNCIL MEETING

WEDNESDAY 14<sup>TH</sup> DECEMBER 2016 AT 7.15 PM

**Present:** Councillors Brian Blackburn, Jonathan Blackburn, Beth Cruft,  
Richard Dixon-Warren, Philippa Dixon-Warren, David Winn

Temporary Clerk – Mrs Wendy Gray

SKDC Councillor Peter Moseley  
LCC Councillor – Sue Woolley

2 Members of the Public

In the absence of the Chairman it was unanimously agreed that Cllr David Winn would chair the meeting

**1. Interim Chairman's Introduction and Announcements**

The interim Chairman introduced and welcomed Mrs Wendy Gray, who has agreed to stand in as Temporary Parish Clerk.

**2. Apologies for Absence**

Chairman Cllr P Fisher

**3. Police/PCSO Report**

PCSO Sandra Brommell circulated Lincs Alert covering this area:  
Burglary in Bourne, Theft of Red Diesel, occupants of transit van 51 plate not committed any crime but may be able to assist police in their enquiries, incident West Road, Pointon, and Burglary in Pointon.

PCSO Brommell supplied copies of Business Watch (how it works, how to register), and 'Christmas Crime Menu' – Operation Fusion.

In answer to a question about irresponsible Dog Owners, PCSO Brommell was able to provide us with a leaflet on new laws in respect of Irresponsible Dog Ownership which may be helpful.

PCSO Brommell stressed that we should ring 101 for non-emergency reports and 999 for emergencies. This includes for reporting Hare Coursing, which can also be reported by texting HARE.

**4. Public Questions, Comments or Representations**

A member of the public raised the issue of shooting rights and the specimen shooting permit on the BASC website. The interim Chairman deferred response by highlighting Item 12e on the agenda, which covered this issue.

**5. LCC Update**

Cllr S Woolley confirmed letter from resident referring to Chairman of the Parish Council has been passed to the Clerk.

PCSO Brommell works hard for all of us – thanks from all of us.

Concessionary bus passes up for renewal, marketing residents to reapply.

Government awarded LCC £2.5M to tackle potholes 46,000 plus potholes need to be repaired in district.

Appointment of new Chief Fire Officer and deputy.

**6. SKDC Update**

Bin collection – bins will be collected one day later over the Christmas period. Some green bins were not collected but residents have been sent a letter when re-collection will take place. Any issues with bins please contact Cllr P Moseley.

Please ensure you cook your Turkey properly.

**7. Disclosure of Interests**

No interests were disclosed.

**8. Minutes**

Resolved that the minutes of the meeting held on the 14<sup>th</sup> September 2016 be signed as a correct record – proposed Cllr P Dixon-Warren, seconded Cllr B Blackburn – all in favour.

**9. Matters arising from the previous minutes**

Cllr B Cruft asked if the next edition of Chattle (covering February/March/April) was to go ahead. Parish Council financial position will determine this – decision to follow.

Community Cleaner – Sam Hargrave has now gone. Cllr B Blackburn proposed we advertise for a replacement, seconded Cllr B Cruft – all in favour.

Defibrillator fund contribution – everyone happy, Cllr P Dixon-Warren proposed monies be paid, seconded Cllr R Dixon-Warren – all in favour.

Overgrown vegetation near bus shelter – Cllrs said would clear, Cllrs will revisit.

**10. Administrative Report and Correspondence Received**

Parish Clerk reported after looking through all the files passed to her we were missing bank statements, cheque book etc. Without up to date information unable to bring the accounts up to date as not able to establish if any payments still outstanding, cheques to be cleared. Cllrs R Dixon-Warren and B Blackburn (as signatories) agreed to go to the bank as a matter of urgency to get as much information as possible.

The Parish Clerk also reported that the External Auditors report had highlighted some issues which need to be resolved going forward in particular with Annual Report being signed on different dates by Chairman and Clerk. It was agreed that Parish Councillors should have greater visibility of this in future.

Letter handed to Parish Clerk re follow up request from letter previously sent to Chairman.

Parish Clerk will contact Liz Schofield at LCC re password details for Parish website.

Cllr R Dixon-Warren confirmed he had the laptop purchased a year previously and a memory stick containing Parish Council records, but not the printer purchased with the laptop, nor the old laptop. He agreed to confirm location of these items of Parish Council property with Cllr P Fisher.

**11. Planning Applications Update**

None.

## **12. Business Items:**

### **a) Finance**

See 10 above. It was agreed that a working group be convened on 4<sup>th</sup> January at 7 pm to discuss finance and related issues, to inform the Parish Council meeting on 18<sup>th</sup> January (postponed from 11 January).

### **b) Haconby Horse Chestnut Tree**

Do we want to take it on – Cllr B Blackburn handed clerk two sealed envelopes containing two estimates for possible work to be done which would give the Parish Council an indication of possible costs. Registration, costs of whole implications. Should LCC help with contribution (flooding issues) – do we need to approach village (very contentious issue). More information required with a view to a presentation to the village to discuss options. For more in depth discussion on 4<sup>th</sup> January.

### **c) Clerk**

Wendy Gray agreed to help in the interim until the Parish Council decide/are ready to recruit a new Parish Clerk.

### **d) Allotments**

Parish Clerk advised letter received from Mr Richard Woolley to give notice on his allotment. Parish Council need to decide what we need to do (Cllr B Cruft does not want to be involved) Cllr D Winn will take semi lead i.e. who we should approach to be outside members. Resolved to create an Advisory Committee to review, examine and report. Submit report where we are, what we have got, do potential costing and income – interim report required for 18<sup>th</sup> January. Proposed Cllr R Dixon-Warren, seconded Cllr P Dixon-Warren – all in favour. Initial findings to be sent out via email – agenda item for next meeting 18<sup>th</sup> January 2017.

### **e) Shooting Rights**

Agreed to confirm the award of shooting rights made on 1 August, subject to conditions on public liability insurance and shooting permit set down in the Agenda.

Further agreed that a letter of apology be drafted and sent to Mr Lister.

In discussion, highlighted that the shooting season was nearly over, and that it might well be finished by the time the conditions set were met. Also noted that the review of allotments policy might have an effect on shooting rights.

Therefore agreed that Mr Lister be given first refusal on shooting rights for the 2017-18 season, and that the letter include this, as well as a caveat on allotments review.

### **f) Churchyard Maintenance**

Notice received on 4<sup>th</sup> February of Parochial Church Council (PCC) intention to request that the Parish Council take on responsibility for St Andrew's Churchyard in the event that an Order in Council is made to discontinue burials, and the Parish Council was asked if it had any objections to the closure. The Parish Council and SKDC carried out visits and SKDC produced a written report. The PCC wrote in April with proposals, which have yet to be discussed – it was suggested that a meeting be arranged in the near future. As yet, no Order in Council has been made. Cllrs R Dixon-Warren and B Blackburn agreed to speak with PCC to move forward. Cllr D Winn proposed that Cllrs R Dixon-Warren and B Blackburn speak with PCC and produce outline figures by 4<sup>th</sup> January 2017, Cllr P Dixon-Warren seconded – all in favour.

### **g) Standing Orders and Policy**

Parish Clerk will look into and prepare draft etc. in due course.

### **h) Drains**

Cllr D Winn has spoken with LCC Highways (Kevin Brumfield (KB)) awaiting report on possible cause, unable to deal with problems with the Pond! Cllr Winn will keep chasing KB for report.

**i) Telephone Box Adoption**

Cllr Blackburn reported we have to engage with SKDC. In discussion, noted that the telephone box could be used for a library, defibrillator location, ATM, information board, fruit and veg outlet or children's arts and crafts display, and that a decision was required on its being moved to the Hare & Hounds (with accompanying ownership implications) or remaining in its current location. Adoption proposed Cllr R Dixon-Warren, seconded Cllr B Cruft – all in favour. Cllr B Blackburn will liaise with SKDC.

**13. Any Other Business: Items for next meeting and issues/points arising from discussion for future discussion/resolution.**

Neighbourhood Plan – agreed would liaise with Ripplingale Parish Council – when is next meeting – Cllrs D Winn and B Blackburn will attend.

**14. Close of Meeting.**

The meeting was closed at 21:40 hrs.

**Approved:** ..... Councillor David Winn (Interim Chairman) 18 January 2017