

Minutes of H&SPC Meeting 9/3/16 held at
The Hare & Hounds Public House, Haconby @ 7.15pm

1. **Present:** Cllrs: R. Dixon-Warren (Interim Chair), A. Williams, C. Campbell, D.Winn, B.Blackbourn, P.Fisher, B.Cruft,
Others in attendance: T.Barnatt (Morton & Hanthorpe Parish Clerk), S.Woolley (County Councillor), S.Bromwell (PCSO), B. Bradford (Clerk).

2. **Declaration of Interest:**
R.Dixon-Warren (Haconby Parochial Church member), B.Bradford -Tenant of allotment.

3. **Adoption of minutes of meeting of 13/01/16 – Agreed**

4. **Matters arising:**
 - 4.1 Notes on Prevention is Better Than Cure – circulated to cllrs. on 17/01/16.
 - 4.2 Neighbourhood Planning: Meeting took place on 17/2 and comments circulated to all cllrs.

5. **Clean for The Queen:**
Event go ahead proposed by Cllr: A.Williams and seconded by Cllr: C.Campbell. and majority voted in favour of the event taking place on Sat 14th May 2016 1-3 pm. This community clean event will take place on Haconby Lane and surrounding areas subject to turnout of numbers. This event will be followed by a cup of tea and cake in the Hare & Hounds, Public House, Haconby. Thanks to Cllr. S.Woolley for donating £250 from SKDC funds to support this event.
Action: B. Bradford to contact LALC re checking the bounds and processes of protecting our liability when inviting members of the Public to participate in our Clean for The Queen event.
Action: Cllr: B. Cruft to send Draft Disclaimer to Cllr: P.Fisher for comment.

6. **Correspondence Received:**
 - 6.1 Smaller Authorities Audit – further information received and clarification on a couple of points to be sought on the effect on H&SPC. **Action: B.Bradford**

 - 6.2 Pensions Regulator: Advice received on commencement of pension for Parish Clerk from 01/02/17.

X

Bev Bradford
Parish Clerk

7. Finance:

To be presented	Payments
Fovia- copying - £13.00	Stamps/Folders/Paper/Env - £18.71
LALC Course fee - £7.50	Stamps - £6.48
Accountants fee - £25.00	Clerks half yearly wages - £528.89
LALC Subs - £178.19	HSPCC Contribution to soak away at Hare & Hounds PH - £300.00

8. Allotments:

Due to lack of time to have a full and necessary discussion, R. Dixon-Warren (Interim Chair) requested that the meeting be carried forward yet again to 14/3/16 to be held at Hare & Hounds Public House at 7.30pm.

9. Neighbourhood Plan (NHP)- Cllr: Beth Cruft kindly agreed to attend a Community Lincs workshop on NHP at Grantham on 17/3. **Action:**

B.Bradford to chase if a place is still available and advise accordingly.

Mr Barnett (Morton Clerk) confirmed that Morton have not gone ahead with a NHP plan but will raise this again at their next meeting to see if there is any interest in a joint venture with ourselves.

The consensus of the council was that a decision on whether or not to draft a NHP be put on hold, pending information from Morton & Hanthorpe's intentions and the information that may emanate from Cllr B. Cruft attendance at NHP meeting on 17/3/16. This will be discussed at a future meeting, date TBC.

10. HwS PCC Notice of Intention to transfer maintenance responsibility to H&SPC.

Cllr: P.Fisher reported that the 'notice of intent' received is not legally binding, until then we are under no obligation to take on maintenance of the closed Haconby graveyard. However, we as a Parish Council are aware that this will happen in the near future and we as a Parish Council need to consider future proofing our finances to pay for such maintenance. 'Next steps' are to be placed as an item on a future agenda to produce a plan of action to finance this financial burden. In the interim we are to understand the current and past maintenance costs, remit of our duties, insurance liabilities, survey requirements and understand our full ongoing responsibilities. In addition, we need to check if the extension is part of the closed graveyard. **Action: RAD** to contact PCC and circulate plan to all councillors. A working party to be assigned to this piece of work and a meeting is to be arranged with the HwS PCC and H&SPC to discuss the latter. **Action: R.Dixon-Warren**

X

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11. Haconby & Stainfield Emergency Plan:

Thanks to R.Dixon-Warren who has kindly created/populated the draft plan which had been circulated with the Calling Notice to all councillors. It was requested that if anyone wished to be involved or wished to add or comment on any of the detail within, then they should do so by emailing him direct as soon as possible. Please note that is the intention is that document be put forward at the APM for confirmation of completeness.

12. Communicating with our Parish Residents:

Cllr. Beth Cruft's partner has kindly offered to create a template (FOC) for us to use as our medium for a leaflet drop in April to each resident. Its content will be advertising Parish events, simple survey on how our residents wish us to communicate with them, publicise our new Facebook link. **Action:** Beth to circulate draft to councillors for their comment before the APM on 11/5/16. Parish council will pay for the printing from its own funds and Beth to provide quotes for printing.

Action: ALL. The Parish Council need to agree at the next meeting, who should administer the Facebook Page.

13. Separation of responsibilities:

Action: Richard Dixon-Warren to outline his current H&SPC work stream responsibilities and projects on behalf of the Parish Council other than being chairman and communicate which he would like to continue with. To be communicated to all councillors by the APM.

14. Planning Applications: None Received

15. Website: Action: B.Bradford to take out details that is no longer required or out of date. Ensure all financial information is uploaded with the minutes following each Parish Meeting. Ensure we are compliant and following the transparency protocols.

16. Any Other Business:

16.1 Cllr S. Woolley updated on what is happening in the county. See separate attachment. (email sent to councillors on 15/3/16)

16.2 Bus Shelter – it has been brought to the council's attention that the roof is in disrepair. It has also been noted that the roof is covered in ivy and we need to find the source of the offending vegetation to ascertain if it emanates from land owned by the council or not. In the interim Cllr. Blackburn volunteered to obtain three independent quotes for the repairs and present

X

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them to the council at their next meeting.

- 16 **16.3 Headland Way Road signs in disrepair:** - it has been brought to the council's attention and this has been passed to the Highways department and await their response. **Action: B. Bradford**

16.4 PCSO Bromwell Update:

- Car damaged on private drive on West Rd, Haconby
- To be vigilant re suspicious vehicles especially in rural areas and urged to **ring 101** in a non-emergency and 999 if Hare Coursing suspected or urgent help required.

- 17 **Matters for the Next Agenda:**

- 18 Date of Next Meeting – APM 11/5/16

X

Bev Bradford
Parish Clerk