

## **Haconby & Stainfield Parish Council**

### **Minutes of Meeting held on 13.01.16 at Hare & Hounds, Haconby**

**1. Present:** Cllrs R.Dixon-Warren, C.Campbell, P.Fisher, A. Williams, D.Winn  
B.Bradford (Clerk), Beth Cruft (member of public)

**Apologies:** B. Blackburn **For Lateness:** S. Woolley (LCC), P.Moseley

#### **2. Declaration of interest:**

Richard Dixon- Warren declared his interest as being a member of the Haconby with Stainfield Parochial Church Council (HwSPCC) for any discussion on Haconby Playing Field Association (HPFA) funds.

Bev Bradford declared her interest as an Allotment tenant.

**3. To adopt the minutes of the meeting held on 11/11/15.** The minutes were adopted.

#### **4. Matters arising:**

BB to look through previous minutes re Parish Council previous agreement to pay a contribution to the Hare & Hounds pub for remedial work to prevent rain water flowing onto the Public Highway. Raise cheque accordingly.

Cllr Peter Fisher has logged his interest to stand as chairman at the AGM, R. Dixon-Warren has said he will not stand against him.

Emergency Plan – Draft will be presented by Richard Dixon-Warren at AGM for ratification.

‘Prevention is better than cure’. Richard Dixon-Warren will circulate a briefing note on the LALC / LCC / Lincs Police CONTEST Training Day held on 10 November 2015. **After note:** circulated on 17 January.

Proposal put forward to be discussed at next meeting re the separating of the portfolio of responsibilities currently held by the chairman e.g. Policing Panel, Emergency Plan etc..

#### **5. Councillor Co-Option:**

Beth Cruft a resident of Haconby was proposed by Richard Dixon-Warren, seconded by Alan Williams. Beth Cruft was duly co-opted on as a Parish Councillor.

#### **6. Correspondence Received:**

An invitation from South East Lincolnshire Local Plan Consultation has been received. Cllr: Colin Campbell agreed to view plan and reply accordingly. In particular, to look at site

allocation on the other side of the 40ft drain and their approach to rural communities. Colin to report back preferably by email to all councillors prior to the next meeting on 9.3.16. Bev Bradford to forward email to Colin for action.

**7. Finance:**

Monies Received – Allotment payments received from	Payments
D. Lister    £165.00	Hare & Hounds    £ 10.00
A. Woolley   £345.00	New IT Equip    £349.98
Mrs White    £ 30.00	Travel Expenses   £ 10.00
SKDC Grant   £345.00	

**8. Planning Applications:** None Received

**9. Precept:** The proposal to request £800 from SKDC was put forward by Cllr: A.Williams and seconded by Cllr: C.Campbell. Bev Bradford to complete and send off forms.

**10. Allotments:** Discussion to be carried forward to next meeting on 9.3.16 due to the volume of discussion surrounding the Neighbourhood Plan.

**11. Neighbourhood Plan:**

The Localism Act introduces a right for communities to draw up ‘Neighbourhood Plans’ that can become part of the formal planning framework for the area. Once adopted, these Neighbourhood Plans will form part of the statutory Development Plan for the area. Cllr P. Moseley led discussion on this opportunity, and particularly on the possibility of joining neighbouring parish councils in an Aveland Neighbourhood Plan. The general opinion of the council supported engagement in this project. Concern was raised by councillors over being asked to develop a neighbourhood plan without visibility of the SKDC Local Plan, which is expected to be available for consultation in September 2016. It was agreed that visibility of the ‘Neighbourhood Plan Guide’ and a meeting specifically to clarify the requirement and options for Parish councillors was essential. It was further agreed that the council should aim to produce a one-page document to inform parishioners and to seek their engagement before the Annual Parish Meeting (APM) in May, by which time we should have established the boundaries and parameters on which to base the plan and the process required to produce it. We should then be in a position to engage with the residents of both villages and seek their views on future building in our Parish. **Afternote:** Neighbourhood Plan Guide obtained and circulated, contact established with SKDC Business Manager for ‘Spatial and Economic Growth’, and a meeting to take place on 17 February.

**12. Parish Emergency Plan:** Cllr: Richard Dixon-Warren to produce a draft by next meeting on 9.3.16 and ratify this for the Annual General meeting in May.

13. **Policing Panel:** Briefing note emailed to Councillors previously.

14. **Division Boundary Changes:**

The Local Government Boundary Commission for England (LGBCE) draft recommendations on new electoral arrangements and boundaries for Lincolnshire place Haconby and Stainfield Civil Parish within a new division called 'Upper Glens' (mostly the current 'Folkingham Rural' division), which comprises 23 whole parishes. This would mean our boundary is now to be called 'Upper Glens' when Haconby and Stainfield move into a much larger area. This will mean we will ultimately lose Cllr S. Woolley (Lcc) as she will remain as part of the Bourne Woodview & Morton Boundary. Richard Dixon-Warren to respond to the consultation by 8.2.16 with the council's view on moving the boundary so that Haconby and Stainfield belong to Bourne Woodview & Morton Boundary and not to Upper Glen's.

15. **Procurement of audit for smaller authorities: Do we opt out?** It was proposed by Cllr: A.Williams and seconded by Cllr: P.Fisher that the H& SPC will opt out and Bev Bradford is to forward our decision by 31.1.16.

16. **PCC Budget Consultation:** . Please support your local Police Force and respond to a recent on line survey re how we wish to see our Police Force in the future at: <http://www.lincolnshire-pcc.gov.uk/Get-Involved/Budget-Consultation-2016-17.aspx>. By 15.1.16.

17. **Lincs Police Independent Advisory Group (IAG):** A group set up to advise Police at County Strategic Level on policing. Does the H&SPC wish to become part of this groups network? Richard Dixon-Warren to email them to log our interest to engage.

18. **Clean for the Queen:** Cllr: Beth Cruft suggested a community clean of the lanes of Haconby and surrounding area to support the Queen's 90<sup>th</sup> Birthday Celebrations. Beth to investigate the 'Clean for the Queen' website site and suggested swapping a bag of collected rubbish for a cup of tea and cake to say 'Thank You'. Cllr: Sue Woolley (LCC) kindly offered £250 to support the event which would engage with the community and residents of Haconby & Stainfield. Date to be arranged for event to take place in the better weather.

19. **Forthcoming Meeting Dates:** 9.3.16 , 11.5.16 (AGM), 8.6.16, 14.9.16, 9.11.16

20. **AOB: Parish Handbook:** Bev Bradford to create to handbook as a 'one stop shop' for all routine areas of the H&SPC business.

**Retention of Archive Files:** Bev Bradford requested assistance from Cllrs on sorting documents in line with guidance notes obtained from SKDC archives department. Cllr A.Williams volunteered to be part of the working party to sort documents. When exercise is complete seek opportunity to archive off site via SKDC.

**Contingency Planning for storage of on-line documents/correspondence.** Cllr. Peter Fisher kindly volunteered to seek the best buy for a USB.

**Cheque Signatories:** Received Cllr Dixon -Warren's, just waiting for Cllr P. Fisher's then can be passed to Lloyds bank for processing.

**21. Matters for Next Meeting:** Allotments, Concern over large pot holes in Haconby **After note:** now resolved as filled in, Risk Assessment, Clean for Queen Update, Neighbourhood Plan.

Approved: ..... Cllr Richard Dixon-Warren (Interim Chair) 11 May 2016