

Haconby & Stainfield Parish – Annual Meeting Minutes 11/5/16
Held at Hare & Hounds PH 7.15 pm

Minutes of Parish Council Meeting – 11/5/16

1. **Present/Apologies:** As before
2. **Exclusion of Public.** Public not to be excluded.
3. **Declaration of Interest:** B. Bradford (Allotments)
4. **The minutes of the 9/3/16 Parish Meeting.** The minutes of the meeting held on 9 March 2016 were proposed and seconded. An amendment to Item 13 ‘Separation of responsibilities’ was proposed so that the minutes would read:
 “...R. Dixon-Warren suggested that we collate current H&SPC workstreams and projects with a view to clarifying responsibilities, and undertook to draft a plan for this. To be communicated to all councillors by the APM’ ...”
On being put to the vote, the amendment was lost and a vote was taken on the minutes as presented in the agenda pack, which was carried.
The minutes of the Allotment Meeting held on 23/3/16 were proposed by Cllr. R. Dixon-Warren to be signed off at the next Allotment sub- committee.
Workstream/responsibilities created by Cllr. R. Dixon-Warren has been circulated and will be a prompt as a living /working document going forward.
5. **Matters arising:** None
6. **Correspondence/Clerk’s Report:** Archive documents belonging to H&SPC that were originally deposited at the solicitor’s in Bourne have been retrieved from Taylor Rose solicitor’s in Peterborough who bought out the Bourne business when they closed. It has been discovered that there are key documents that are missing from previous years from the Parish Archives. The Land Registry details of the Parish Land have been found and the necessary Plan and Title have been purchased from the Land Registry.

The Grant for provision of community cleaners that has been received has not been paid used for the last year or so to pay the wages of a community cleaner. The Parish Clerk is to contact SKDC Waste & Recycling Services re The Parish Council’s position on repayment of this grant if no cleaner can be found following placing a local advertisement.
7. **Finance Report:** The clerk reported that income from allotments should not be used to fund other areas of the Parish Council, this will mean that there will be a significant deficit going forward and this will need to urgently addressed in a budget meeting to be planned in the early Autumn.

Receipts: HMRC PAYE Refund £ 15.40
SKDC Donation £ 250.00
for Clean for Queen event

Expenses: Ink Cartridge £13.99
Title & Plan for Land Registry £6.00
512 GB USB £9.99
PAYE Refund £15.40
PC Mtg Rm Hire £10.00
Clerk’s travel exp to Solicitor’s £20.40
Print costs for Chattle £110.00
Parish Council Insurance £278.68

8. **Allotments:** The clerk read out a report which can be found here: <http://parishes.lincolnshire.gov.uk/HacconbyandStainfield/> which detailed the current status.
9. **Clean for The Queen event 15.5.16:** Cllr. B. Cruft advised everything was in situ for the event which had received a good response from the public with 31 adults and 11 children signing up to take part in the event.
10. **Neighbourhood Plan:** Cllr. B. Cruft advised that from her recent visit to a meeting on 17.3.16 at Grantham that the consensus was there was a great deal of work/effort required and support from the community needed and even if carried out there was no assurance a plan would win over higher tiers of council. The Parish Council agreed that they did not have the capacity at the current time and the enormity of the work load required to carry out the task meant the creation of a Neighbourhood Plan would be placed in abeyance for the foreseeable future and would be reviewed again in six months to see if anything had changed.
11. **Possible Maintenance of the church yard:** The council agreed they require a committee in future to deal with this and the members would consist of Chair: P. Fisher, Cllr. C. Campbell, Cllr. R. Dixon-Warren. Chair to set out the terms of reference for committee to work within.
Parish Clerk advised that she had received a report from SKDC detailing that they sent a report of their findings of the churchyard and its state of repair. It was stated that its condition of repair was 'fair' and outlined what needed to be done to make it to a state of 'good'. When this had been achieved and only then either the Council or the Parish Council would be in a position to consider taking it over if all other legal documentation was in place. It was suggested that a meeting be arranged with the PCC to discuss the issues.
12. **Emergency Plan:** We have been made aware that there are some amendments to be made and Cllr. R. Dixon-Warren is to meet Steve Eason-Harris, Emergency Planning Officer of Lincolnshire County Council on 10/6/16 to go through the proposed changes.
13. **Bourne & Billingborough Neighbourhood Policing Team:** Cllr. R. Dixon-Warren's report stated that no priorities were set at the meeting on 18 April because there were too few members of B&BNPP present for a collective decision be made.
14. **HFFA:** Cllr. R. Dixon-Warren reported that the funds that rest with the PCC have now had a change of name to the 'Development Fund'. As this money has nothing to do with the Parish Council, it was deemed that this matter now be closed.
15. **Chattle/Facebook:** We have received some very good feedback from local residents for our recent bright and inviting publication. A letter of Thanks was given to Mr Hiblin for his design/creative input given free of charge. The council agreed after seeing the market evidence received to substantiate the need of such a publication, we should continue with 'Chattle' and that Cllr. B. Cruft continue as the informal editor of such.
Facebook: The Haconby & Stainfield page is not an official Parish Council page. Cllr. B. Cruft wanted to ensure that everyone was aware that she created it and facilitates it as a member of the public only and not in her capacity of a councillor. However, she would be happy to put links to Parish Council events if asked.
16. **Bus Shelter:** Cllr B. Blackburn handed over three written quotes to the clerk for the potential repairs due to the damage caused by the offending vegetation on three sides of the shelter. The Parish Clerk is to ascertain ownership of the land on the three sides adjoining the shelter and

write to these people. In addition, she is to seek advice from our insurers and report back at the next meeting on 8/6/16.

17. Planning Applications: Received from C. Mosely for 5 loose boxes, tack room, 2 storage containers, ménage at West Rd, Haconby. The council have requested that their concerns be logged by the Parish Clerk via the portal.

18. Items for next Agenda: Pot hole management/reporting process

19. Date of Next Meeting: 8th June 2016 at 7.15 pm

20. Meeting Closed at 10.45 pm.

21. Approved: Councillor Peter Fisher (Chairman) 14 September 2016

(Consequent to approval of Minutes of Meeting on 8 June 2016)

22. Date: 14 September 2016