

MINUTES

HACONBY & STAINFIELD PARISH COUNCIL

PARISH COUNCIL MEETING

TUESDAY 7TH NOVEMBER 2017 COMMENCING AT 7.15 P.M.

Present: Councillors Derek Bailey, Brian Blackburn, Jonny Blackburn, Philippa Dixon-Warren, Richard Dixon-Warren, Charlotte Gutsell, David Winn

Parish Clerk – Mrs Wendy Gray

No members of the public were in attendance

- 1) **Chairman's Introduction and Announcements** - Cllr D Winn welcomed everyone to meeting.
- 2) **Apologies for Absence** – District Cllr P Moseley and PCSO Sandra Brommell.
- 3) **Police / PCSO Report / Neighbourhood Policing Update** – Cllr R Dixon-Warren (Chairman Bourne & Billingborough Neighbourhood Police Panel) updated on the last panel meeting on 30 October. Two priorities had been decided: Drug Dealing and Cyclists breaking the law. Cllr Dixon-Warren will circulate a report to all Cllrs once completed.

Question: Is there a need to make people aware of drug dealing in schools? Answer: **Schools are well aware and have information.**

- 4) **Public Questions, Comments or Representations** – None.
- 5) **LCC Update** – Cllr Martin Hill:

The County Council is still going forward with 'The Fairer Funding for Lincolnshire', second and third tier authorities are supporting the campaign plus all the local MP's. Grass cutting of verges – started too late this year, should plan to start earlier – 2 cuts per year. Haconby Fen Road – as mentioned previously work delayed due to farmer in middle of harvesting work has been rescheduled – some work was carried out further down the road.

- 6) **SKDC Update** – update from Cllr Dr Peter Moseley:

"You may be aware that there has been some change at the District Council, with a new leadership and Cabinet, and a whole new vision. As part of this, I am now the Cabinet member for the environment, and have spearheaded the 'Big Clean' operation which has now concluded its initial phase, but through which you will have had a spring clean with our teams through your village. We have invested in a permanent team also this year, and will supplement this with another in April.

"I made it a specific requirement that the villages were at the centre of this initiative, and every village in SK was attended to. Also, as part of the change, I have ensured that we now have a rural overview and scrutiny committee at the council, which is specifically for ensuring a good deal for our villages and rural wards. I will be showing the chair and members of this committee around on Wednesday 22nd November. If you have any rural issues that I need to raise with the group, then please let me know in advance.

"We are also looking for villages who have a significant business activity who may be open to a rural incubation centre to promote rural businesses and give them the help they need to grow."

7) **Disclosures of Interests** – None.

8) **Risk Assessments.**

a) Update on areas. New list given to Parish Clerk.

9) **Minutes.**

a) To resolve that the minutes of the meeting of the Council meeting held on 5 September 2017 be signed as a correct record – **Cllr R Dixon-Warren proposed, seconded Cllr B Blackburn, all in favour.**

10) **Matters Arising from the Minutes – 5 September 2017.** Parish Clerk updated on risk assessment issues.

11) **Administrative Report and Correspondence Received.**

a) Email from Cllr R Davies re timings of part-night streetlights – lights have sensors that monitor the number of daylight hours. During the autumn, the lights enter a period of adjustment when their timings may vary as they adapt to switch to GMT.

b) Maintenance of grass cutting request for letter from LCC – request sent 29th October, response awaited.

12) **Invoices to be agreed for payment:**

Wendy Gray Parish Clerk Salary – £213.47

HMRC Parish Clerk Tax – £53.20

Wendy Gray Parish Clerk Expenses – £22.11

R Dixon-Warren (RBL Wreath) – £17.00 – **cheque will be signed once a third signatory has been appointed.**

P Taylor (Internal Audit) – £100.00

LALC AGM – £10.00

Cllr P Dixon-Warren proposed above payments were approved for payment, seconded Cllr J Blackburn, all in favour.

Cllr R Dixon-Warren briefed on the work that he had been doing on behalf of the Parish Council, and requested authority to claim reimbursement for travel and paper/printer cartridge in due course – **all Cllrs in agreement that expenditure should be met.**

Income:

M Ewer Shooting Rights – £30.00

Prior to meeting Mr M Ewer met with Parish Clerk and Chairman Cllr D Winn to hand over payment for Shooting Rights for 2017/2018 and to sign Permit.

13) **Planning Applications Update:**

a) S17/1546 – erection of dwelling – **permission granted 27 September 2017.**

b) S17/1098 and S17/1099 – erection of entrance porch following removal of existing porch – **permission granted 6th November 2017.**

14) **Business Items:**

a) **Budget.**

- i) To discuss and resolve (as required) the budget for 2018-19, in terms of precept and spending plans, to inform auditors and the public. **It was agreed we need further information before proposing figures, looking carefully at priorities before January meeting when Precept figure needs to be agreed.**

b) **Parish Land.**

- i) To discuss Council ambition for Parish Land and to resolve the way ahead, for implementation by 5 April 2018 if possible, including a rent review of the land rented by LCC in November 2018. It was **resolved** that Parish Land rents should rise to bring them more in line with market rates, and be determined by the use agreed of each plot of land. Tenants would continue to be consulted over this development in Parish Council policy. It was also agreed that the 'Modern Allotments Contract' be replaced by the contracts detailed below, which would be discussed with each tenant in due course: Farm Business Tenancy, Common Law Tenancy and Commercial Tenancy (potentially to replace the current Grazier's Licence). **Proposed Cllr J Blackburn, seconded Cllr D Bailey, all in favour.**
- ii) **Maintenance – Parish Land – drainage main issue, clearing dykes.** Parish Council to look at someone to carry out maintenance work and costs involved. **Cllr Winn proposed** we go ahead and look for contractor(s), obtain quotes, **seconded Cllr Gutsell, all in favour.** Cllr B Blackburn will look for quotes. Information to be obtained for the working group meeting on 11 December.

c) **Haconby Horse Chestnut Tree.**

- i) To discuss and resolve (as required) acquiring title to the village green by 'adverse possession' and, in the interim, taking responsibility and liability for this land. Cllr Winn briefed on an earlier discussion / e-mail exchange with Nigel Sardeson – there is no need to cut down the tree at present (life of another 10 years?), but it needs maintenance. A list of contractors is required. Cllr Winn sought agreement to obtain a report on the tree for future discussion and decision. Advice suggests that documentary evidence (that the tree has been maintained by LCC on behalf of the Parish Council over the past 12 years) is required to support completion of the form (FR1) for HM Land Registry for 'adverse possession'. **Proposed Cllr Winn, all in favour.** Cllr B Blackburn to follow up. Cllr M Hill agreed to help.
- ii) To discuss and resolve (as required) canvassing Haconby residents' opinion on future options for the tree. To await reports on maintenance of the tree.

d) **Maintenance.**

- i) Discuss and resolve (as required) responsibility for and cost of grass cutting. Parish Clerk confirmed maps had been requested from LCC and SKDC of areas that they cut.
- ii) Discuss and resolve (as required) maintenance, retention, demolition and / or replacement of the bus shelter. From feedback received, the village wants the bus shelter to stay. To be discussed in more detail at next meeting.
- iii) Update on the telephone box. It was noted that BT removed the telephone box in September without notice or consultation, despite the Council bidding to adopt it. Given the limited public response to its removal and the view that that representation to BT was unlikely to result in the return of the telephone box, it was agreed to take no further action.

e) **Churchyard Maintenance.**

- i) Update on joint Parish Council / PCC meeting on 10 October. PCC on side and will work jointly with the Parish Council. Timeline for closure of churchyard not known but joint working agreed in the interim on churchyard maintenance.

f) **Lincolnshire Association of Local Councils AGM 17 October 2017.**

- i) Update on AGM. Email brief to increase costs to members – at AGM voted to increase which will mean an increase of about £18 a year in the Haconby & Stainfield Parish Council subscription to LALC.
- ii) To discuss and resolve (as required) continuing membership of LALC, noting the increase in subscription voted in at LALC AGM. **Cllr R Dixon-Warren proposed, seconded Cllr B Blackburn, all in favour that we continue with membership.**

g) **Emergency Plan and Community Resilience.**

- i) Update, including date of LCC / Parish resilience exercise. No change to the plan 12th December for relevant exercises commencing at 6 p.m. for a couple of hours.

h) **Environment Agency / Black Sluice Internal Drainage Board Re-maining of Watercourses.**

- i) Update on 'drop in' session at Rippingale on 18 October. Cllr R Dixon-Warren attended meeting – key point is transfer of responsibility from Environment Agency to Black Sluice Internal Drainage Board. For the Parish Council, this only affects Car Dyke. No increase to subscription paid to BSIDB is anticipated in the near future.

i) **Parish Council Property.**

- i) To discuss and resolve (as required) the whereabouts of the Parish Council's old Fujitsu laptop computer, and the external drive used to store electronic records 2015-16. It was confirmed that the laptop and external drive remain missing. Following investigation and approaches to the previous Chairman and Clerk, it is believed that the laptop has been disposed of but the whereabouts of the external drive (and the electronic records believed to be stored on it) remains unknown. It was agreed that it is now unlikely that either will be found, and that this should be registered. It was noted that procedures are in place should prevent a recurrence.

j) **Historic Expenses Claim.**

- i) To discuss the expenses claim closed by resolution on 17 May 2017, following a renewed request for repayment. It was confirmed that no receipt or statement has been provided, so it was agreed that the matter remains closed.

k) **Community Cleaner.**

- i) Update. No applications received, agreed to re-advertise, look outside the village.

15) **Any Other Business.** Items for next meeting and issues / points arising from discussion for future discussion / resolution. None.

16) **Date of Next Meeting.** Tuesday 9 January 2018 at 7:15 pm in the Hare & Hounds Public House.

The meeting closed at 9.35 p.m. **Minutes approved and signed 9 January 2018 – Chairman**