

MINUTES

HACONBY & STAINFIELD PARISH COUNCIL

PARISH COUNCIL MEETING

MONDAY 5TH SEPTEMBER 2017 COMMENCING AT 7.15 P.M.

Present: Councillors Derek Bailey, Brian Blackbourn, Jonny Blackbourn, Charlotte Gutsell, Philippa Dixon-Warren, Richard Dixon-Warren, David Winn
Temporary Clerk – Mrs Wendy Gray

3 members of the public were in attendance

1) Parish Clerk.

a) To resolve to appoint the Parish Clerk – Cllr Winn proposed, seconded Cllr P Dixon-Warren, all in favour that the Parish Council appoints temporary Parish Clerk Wendy Gray as their full time Parish Clerk and RFO

2) Chairman's Introduction and Announcements. Cllr D Winn welcomed everyone to meeting.

3) Apologies for Absence. None received from SKDC.

4) Police / PCSO Report / Neighbourhood Policing Update. PCSO S Brommell on holiday.
No report received.

5) Public Questions, Comments or Representations. Mr Goodman wished to seek support from the Parish Council for planning Application S17/1546 – re erection of dwelling - L/A 24 Chapel Street, Haconby, PE10 0UL agenda item later in the meeting.

6) LCC Update. Flood relief work Chapel Lane is completed. Fen Road – section near converted houses, one section right in the middle due to be repaired earlier last month, following request from farmers (harvest) delayed. Road will need to be closed, work on a further stretch of this road also needs to be done, plan to do up the final section of the Fen Road up to Forty Foot later this year. Starting further funding campaign (monies from government). LCC 2 grass cuts a year, perhaps start earlier next year to avoid problems had this year (extra urgent cuts had to take place around road junctions) this year due to grass growth.

7) SKDC Update. No report received.

8) Disclosures of Interests. None.

9) Risk Assessments.

a) Update on areas. List for 'Risk Assessment Folder' each Cllr to report at each meeting issues re their designated areas – Parish Clerk to note risks and report action:

Road on way to Forty Foot in need of refurbishment.
Hall Road – Overgrown vegetation overhanging near the Bus Stop.
Pot holes on way down to Stainfield.

b) Parish laptop recovery disc – Parish Clerk now holds laptop. Cllr Bailey has upgraded its software and created a recovery disc. It was agreed that Parish Council electronic records would be updated following every Parish Council Meeting.

10) Minutes.

a) To resolve that the minutes of the meeting of the Council meeting held on 19th June 2017 be signed as a correct record – Cllr R Dixon-Warren proposed minutes of 19th June were signed, seconded Cllr B Blackbourn, all in agreement.

11) Matters Arising from the Minutes of 19th June 2017. None.

12) Administrative Report and Correspondence Received.

Copy of Receipt & Expenditure spreadsheet emailed to all Cllrs prior to meeting.
Lloyds Bank – notification re updating business accounts and changes commencing October 2017 through to January 2018.

13) Invoices to be agreed for payment.

Wendy Gray Temporary Parish Clerk - £224.00
HMRC 2nd Quarter - £56.00
Wendy Gray Temporary Parish Clerk expenses - £19.00

Cllr R Dixon-Warren proposed above invoices were paid, seconded Cllr B Blackbourn, all in agreement.

Income Received:

12.6.2017 – Allotment Fee Woolley - £300.00
20.6.2017 – Allotment Fee White - £30.00
10.7.2017 – Allotment Fee Savills - £19.80
25.7.2017 – Allotment Fee Lister - £165.00

14) Planning Applications Update. S17/1546 the Parish Council raised no objections to the planning application.

15) Business Items.

a) Allotments.

i) To resolve to rename 'Allotments' as 'Parish Land' and to convene a Parish Land Meeting on 27th September 2017 at 7 pm. It was resolved that the name is changed to Parish Land and a meeting will be arranged with all interested

parties to discuss openly and transparently i.e. early October need to put in place new contracts by say end of March 2018 – proposed Cllr B Blackburn, seconded Cllr Gutsell, all in agreement. Land will now be known as Parish Land. Letter will be written to all tenants inviting them to a meeting on 27th September 2017. Draft view from the Parish Council what contracts we will be looking at etc plus draft invitation to tenants for land that is currently vacant.

b) Churchyard Maintenance.

i) Update on PCC decision – PCC resolved at their meeting on 30th August to apply to close Churchyard. Timescale for the necessary Ministry of Justice Order in Council unclear. Agreed that PCC and Parish Council should have a further meeting prior to Parish Council meeting on 6th November to discuss implications, particularly costs that need to be included in the Precept going forward – Cllr R Dixon-Warren to arrange.

c) Haconby Horse Chestnut Tree.

i) Update on acquisition of ownership of the Haconby 'village green' and thereby responsibility and liability for green and tree – Paperwork completed for registering the land now ready to be sent off – proposed Cllr R Dixon-Warren, seconded Cllr Bailey, all in favour that forms are sent off to the Land Registry.

ii) Update on 'door to door' survey on future of the tree and resolution on way ahead – liaise with the member of the public who volunteered to conduct this.

d) Maintenance.

i) Discuss and resolve (as required) responsibility for and cost of grass cutting – Parish Clerk to request up to date map of areas from SKDC and LCC, who contractor is and potential costs.

ii) Discuss and resolve (as required) maintenance, retention, demolition and/or

iii) Update on the telephone box – no further information received, Cllr B Blackburn will forward details he has to Parish Clerk.

iv) Replacement of the bus shelter – Parish Council agreed that Parish Clerk contacts insurance company re obtaining a structural report/inspection for safety.

e) Neighbourhood Plan. SKDC proposing date for Conference sometime during October.

f) Emergency Plan and Community Resilience.

i) Update on review of plan – Cllr R Dixon-Warren does not consider a review necessary at present.

ii) Confirm date and details of resilience exercise – Cllrs to confirm with Cllr R Dixon-Warren which dates in October (previously circulated) were convenient/not convenient.

g) Community Cleaner – agreed to update advertisement and re-advertise.

16) Any Other Business. Items for next meeting and issues / points arising from discussion for future discussion / resolution – none.

17) Date of Next Meeting. Tuesday 7th November 2017 at 7:15 pm in the Hare & Hounds Public House.

Meeting closed at 8.55 p.m.

Approved: Councillor David Winn (Chairman)