

**Minutes of Sedgebrook Parish Council Meeting
held at 8.00 pm on Thursday 11 January 2018 in Sedgebrook Social Club**

Present: Chairman G Preece, Vice Chairman C Wood, Cllr J Denton, Cllr G Mahoney, Cllr C Warby, Cllr H Drew-Bradley and Mrs J Bratton (Clerk) and one member of the public.

- 1 Chairman's Remarks** – the Chairman welcomed everyone to the meeting. The Chairman expressed his thanks to the Wade family for supplying and erecting the Christmas tree. It was fully funded from the remaining monies from last year's collections and the Jubilee Fund. The lights may need to be replaced next Christmas. The Chairman also reported the chestnut tree on the green is now recovering and looking much better.
- 2 Apologies for absence and reasons given** – apologies were received from District Councillor Pam Bosworth and County Councillor Mark Whittington.
- 3 To receive declarations of interest on any item on the Agenda under The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 of the Localism Act 2011.**
No declarations received.
- 4 Notes of the last meeting held on 23 November 2017**
The notes of the last meeting, held 23 November, were approved and signed as being a true record.
- 5 Co-option of Parish Councillor**
 - 5.1** The Parish Councillors unanimously agreed to co-opt Helen Drew-Bradley onto the Parish Council. Declaration of Acceptance of Office was completed. Cllr Drew-Bradley was welcomed to the Parish Council.
Cllr Action: Cllr Drew-Bradley to complete the Disclosure of Pecuniary Interests form and return to the Clerk.
Clerk Action: to arrange an email address.
- 6 Clerk's Report on Matters Outstanding not covered by the agenda** – none.
- 7 Correspondence**
 - 7.1** To and from Lincs County Council re lobbying for a fairer funding deal for Lincolnshire.
 - 7.2** To and from Dr Caroline Johnson MP regarding fairer funding deal for Lincolnshire.
 - 7.3** Allington News – November/December 2017 issue.
 - 7.4** From Lincs County Council regarding High Grass Cutting 2018/19.
 - 7.5** LCC sent a list of Local Bus Updates.
 - 7.6** HMRC – regarding future VAT claims.
 - 7.7** SKDC – list of alterations to the electoral register.
- 8 Public Forum**
No items were brought up.
- 9 Flooding – (Vice Chairman)**
 - 9.1** Items to report/update – nothing further to report.

- 10 Highways (Vice Chairman – 10.1 & 10.4/Cllr G Mahoney 10.2 & 10.3)**
- 10.1 Update** - potholes needed to be filled in and are reported online.
Vice Chairman Action: to contact Highways again to chase the repairs.
Clerk Action: to put the reporting of faults/potholes etc onto the website/notice board.
- 10.2 Allington Road** – update on signs – Cllr Mahoney has compiled a map of suitable posts to erect passive signs. Alison Garfoot, who has been working with the applications, has now taken on a new post and the position will be filled in April. Until then only the more straightforward applications will be processed. It was agreed to submit the application form and cheque for £40.
Clerk Action: to send application form with map and cheque for £40 for the site survey to Lincolnshire Road Safety Partnership.
- 10.3 Lincolnshire Community Speed Watch** – members of the public to be able to use hand held radars in their parish. Volunteers to be trained to use the cameras and anyone speeding would be sent a letter by the police. Need enough volunteers to man it.
Cllr Mahoney agreed to look into co-ordination of volunteers.
Clerk Action: to put the item on the next agenda.
- 10.4 Visibility turning onto the A52 from School Lane** – a member of the public had reported a van being parked at right-angles to the A52 in front of the old Bistro obstructing visibility when exiting School Lane onto the A52. The caravan has now been moved. The Vice Chairman stated that the visibility of the junction at School Lane is substandard and has made the point to Highways England (who are currently reviewing the A52).
- 11 Planning (Vice Chairman)**
- 11.1 Update** – Cllr Mahoney attended the meeting held at Allington regarding the Designer Outlet Centre.
- 11.2 Planning Application No: S17/2155 – Downtown Garden Centre, Old Great North Road, Great Gonerby – Designer Outlet Centre** – amended plans – no further additional comments to the in depth response submitted to SKDC on the 6 December 2017. Vice Chairman stated the time frame is 13 weeks dependant on the accuracy of the information submitted and a whole range of items to be considered.
- 11.3 Planning Application No: S17/2078 – White House Farm Day Nursery, Village Street**
To erect a log cabin for occasional use – SKDC had been informed that the Parish Council had no objections to the application.
- 12 Recreation & Footpaths (The Chairman)**
- 12.1 Update** – a villager had contacted the Parish Council concerning the lack of footpath on the bend on Village Street - position is made worse by the overgrown hedges.
Vice Chairman Action: to write to highways requesting the footpath is extended.
- 12.2 Playground Equipment – further quotation for play equipment** – three quotations had been received. The Chairman reported that if the village is situated within a 10 miles radius of one of Wren organisation’s landfill sites, we qualify to apply for a grant. Sedgebrook is 7.5 miles from the Newark site. Cllr Warby had spoken with the owner of the nursery and the children like the space of the field with the mound - there is no reason to move the play equipment from their current positions. Allington Pre-School have £3000 for the benefit of the children of the village which has to be allocated before the end of either August or September.
Cllr Action: Cllr Warby to find out the final allocation date.
Chairman Action: to contact a Parish Councillor from Allington for advice on the correct wording for the application to obtain the maximum funding.

- 12.3 Lock on the post at the entrance to the Recreation Field** – on checking the deeds to the Recreation Field the Chairman found out the entrance to the Recreation Field belongs to The Manor.
Chairman Action: to organise a meeting concerning the post.
- 12.4 Tenders – Grass-cutting for next season 2018** – six companies have been approached for quotations for the grass cutting on both a two and three-year contracts. One so far has been received. To be finalised prior to the next meeting.
- 12.5 Samantha Smith** - Senior Rural Officer Community Facilities from Community Lincs – offer of support and advice for the development of the refurbishing of the play area. Cllr Mahoney stated that Samantha Smith would come to talk with the Parish Council about funding and how to word the application.
Chairman/Cllr Action: to look at other funding companies.
- 12.6 Hedge – overhanging adjacent to the bench** – Arboretum Tree Services were trying to arrange a meeting with the owners of the Manor and the Chairman. The chain-link fence in front of the hedge is the Parish Council’s, responsibility together with the hedge and it was noted the boundary of the field (with Sedgebrook Manor) is in the centre of the ditch.
Clerk Action: to put the item on the next agenda.
- 12.7 Annual Inspection of Play Equipment** – the Clerk had obtained three quotations for the next annual inspection of the play equipment. Cllr Mahoney brought up the matter of the slippery surface matting. The Parish Council will be laying down a type of matting which allows the grass to grow through.
- 13 General Data Protection Regulations in force from May 2018 – update on complying with duties (Clerk)** – the Clerk had registered the Parish Council with the Information Commission Office. Various documents had been shredded. Action plans, checklists and useful documents will be available from LALC/NALC in January.
Clerk Action: to delete any photographs of ex-Parish Councillors.
- 14 BT Phone Kiosk – update on paint supply (Cllr J Denton)** – details of another paint supplier given to Cllr Denton. The kiosk to be repainted in the spring.
Councillor Action: Cllr Denton to continue to source supply of paint with the correct British Standards number.
- 15 Annual Parish Meeting – 10 May 2018 – to discuss format** – following discussion it was decided to keep to the previous year’s format with organisations being invited to attend to give a short report.
Vice Chairman Action: to consider ideas to get villagers to attend.
Clerk Action: to invite the MP Caroline Johnson via the County Councillor.
- 16 Finance (The Clerk)**
- 16.1 Discuss and agree Budget and Precept for year ending 31 March 2019** – following discussion it was agreed to apply for a 5% increase, totalling £9000 (less the £19 Revenue Support Grant).
Clerk Action: to apply for the precept prior to the deadline of the 19 January 2018.
- 16.2 Quarter End Accounts to 31 December 2017** – the Clerk had circulated the quarter end accounts together with the aggregate receipts and payments up to 31 December 2017..
- 16.3 Verification of bank statements/bank reconciliations** – bank statements and reconciliations were verified and signed by Cllr Denton.
- 16.4 Standing Orders** – the Standing Orders were reviewed and adopted.
Clerk Action: circulate adopted copy to the Parish Councillors.

- 16.5** Payment – Community Cleaner – payment to the 31 December 2017 and 31 January 2018 were resolved.
- 16.6** Payment – Parish Clerk – it was resolved to pay the Clerk up to 31 December 2017.
- 16.7** Payment – Parish Clerk – Information Commissioner’s Office – refund for registration fee of £35 was resolved.
- 16.8** HMRC – PAYE payment was resolved.
- 16.9** The Play Inspection Company – the fee of £78 for the annual inspection of the play equipment was resolved.
- 16.10** LALC – Annual Training Scheme for April 2018 to March 2019 - there are 278 electorate in the parish so it was resolved to subscribe £70 to the scheme.
- 16.11** Viking – Payment of £49.46 was resolved for ink cartridges.

17 Items to be discussed at the next meeting:

17.1 None.

18 Date of the next Meeting:

Thursday 1 March 2018

The meeting was closed by the Chairman at 9.30 pm.