

**Minutes of Sedgebrook Parish Council Meeting
held at 8.00 pm on Thursday 20 July 2017 in Sedgebrook Social Club**

Present: Chairman Preece, Vice Chairman C Wood, Cllr M Bowyer, Cllr J Denton, Cllr G Mahoney and Mrs J Bratton (Clerk) with District Councillor Pamela Bosworth and County Councillor Mark Whittington.

- 1 Chairman's Remarks** – none.
- 2 Apologies for absence and reasons given** - Apologies were received from District Councillor Hannah Westropp.
- 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 1 June 2017**
The notes of the last meeting, held 1 June 2017, were approved and signed as being a true record.
- 5 Clerk's Report on Matters Outstanding not covered by the agenda** – none.
- 6 Correspondence**
 - 6.1** SKDC Local Plan 2036.
 - 6.2** Came and Company – renewal documentation for the Parish Council Insurance.
 - 6.3** Lincs County Council regarding planning applications consultations.
 - 6.4** Correspondence regarding Whattons Close.
 - 6.5** SKDC alterations to the electoral register.
 - 6.6** A letter of resignation from the Parish Council was received from Cllr Michael Bowyer.
- 7 Public Forum** – none.
- 8 Flooding - Sand bags – update on delivery**
The Parish Clerk confirmed that 100 bags had now been delivered to Abbey Farm.
 - 8.1** Parish Councillor Responsibilities – Flooding/Emergency Planning – Vice Chairman C Wood volunteered to take on the position on a temporary basis.
Clerk Action: to let the Environmental Agency know and to update the details on the website and notice board.
- 9 Welcome Pack – update**
The useful information for new residents to the village had been updated. Two copies had already been issued and it was noted that several new people would shortly be moving into the village.
- 10 Highways (Vice Chairman Clive Wood)**
 - 10.1 A52** - the Vice Chairman had a meeting with the County Councillor and they looked at the issues concerning the A52 and Woolsthorpe Lane. The County Councillor also had a meeting with Rowan Smith, the Highways Manager. With regards to the A52 School Lane junction, the verges are quite wide and the vision could be improved. The County Councillor was quite

shocked when he visited the junction. Some of the verges could be smoothed out and possibly a turning lane could be installed. Rowan Smith said that if a proposal is drawn up around the junction sub-engineering at LCC would sort it. It is Highways England's responsibility but Rowan Smith will start things moving if the Parish Council wish to put forward a solution.

County Councillor Action: to send Rowan Smith's contact details to the Vice Chairman.

10.2 Woolsthorpe Lane – update on condition of road – the County Councillor stated that only those roads which were really serious will be repaired by Highways - Woolsthorpe Lane is one of those roads which is bad enough to warrant repair.

10.3 Allington Road – update on “beware of ice” signs/gritting of road - the County Councillor will get Rowan Smith involved and keep working on trying to get the road gritted.

10.4 30 mph signs – update on proposed survey (Cllr G Mahoney)

John Wise from the Lincolnshire Road Safety Partnership had completed the Archer Test and Cllr Mahoney was waiting for the report.

11 Planning (Cllr M Bowyer)

11.1 Application No: 16/2309 – Erection of agricultural anaerobic digestion plant, Woolsthorpe Lane – permission granted with conditions and a discussion on the decision took place. Noted that the access into the site had still not been completed – SKDC had been contacted on the matter. The trees which have died have not been replaced.

12 Recreation & Footpaths (The Chairman)

12.1 Playground Equipment visits from companies giving suggestions regarding play equipment

The Chairman had organised three companies to visit the recreation field during August to obtain some ideas/quotations for the equipment.

12.2 Risk Assessment – Community Cleaner – the Chairman had put together a Risk Assessment for litter picking and a copy had been circulated to Parish Councillors.

Chairman Action: to send a further copy to the Parish Clerk.

12.3 Trees over-hanging the fence and going over into the Recreation Field – concern had been noted that some of the branches could break and could cause injury to anyone using the play area – a quote from Kevin Gench of Arboretum Tree and Garden Services had been requested. The “ditch” borders onto the Recreation Field which means that the trees are the responsibility of the Parish Council.

12.4 Chestnut Tree on The Green – the Vice Chairman noted that the chestnut tree was looking so much better. Cllr Bowyer had been asked by a parishioner if the long twigs could be trimmed. It was resolved to request Kevin Gench to trim the twigs.

Chairman Action: to speak with Kevin Gench.

12.5 Footpaths – Chestnut Farm - there is no planning permission for any footpaths through Chestnut Farm. However, there are footpaths planned but these are contained within the boundary of the building plots.

12.6 Dog Fouling – problems occurring on the corner of Village Street/Allington Road.

Clerk Action: to contact SKDC to request a dog fouling sign be erected.

13 Big Clean – SKDC – areas to target for street cleaning in the parish – the pavement on Village Street (where the rooks nest) has already been reported to SKDC. The signpost on the Village Green had been cleaned.

Cllr Action: Cllr Mahoney to contact the Clerk regarding the signpost on the Allington Road/Chestnut Farm junction.

14 Adoption of BT Phone Box – results of survey on how to utilise kiosk

14.1 Update on survey – The Vice Chairman had received nine responses to the survey.

Unanimous result to keep the kiosk for a community purpose, to keep the paint red outside

the box and to retain the traditional glazing. Out of the nine responses, six voted for a “village library.” The Chairman had received a suggestion for a village history timeline. People were happy to volunteer with the project. It was resolved to advertise for a volunteer “librarian” who will be responsible to tidy up the kiosk on a regular basis. The kiosk will also require shelves.

Vice Chairman Action: to tabulate the results.

Clerk Action: to check with Came and Company regarding the insurance to change the kiosk to a village library. To organise purchase of paint when the insurance position has been clarified and place advert for a librarian.

Cllr Action: Cllr Denton to ask Mr Denton if he would paint the kiosk.

- 15 Vacancy for Parish Councillor** – the notice had been displayed and no requests for an election have been received by SKDC - the Parish Council can now co-opt to fill the vacancy left by the recent resignation of Ann McNeish.

Clerk Action: to design a notice to display on the notice board and website.

- 16 St Lawrence Memorial Church Clock – to be serviced annually or bi-annually?**

Following discussion on the quotations obtained, it was resolved the church clock be serviced annually in future, using Time Assured on a 5 year term for £144 including VAT (this includes a flexible discount of £10 plus VAT when the clock is serviced when they have other jobs to do in the area).

Clerk Action: to write accepting quotation and organise the service.

- 17 Change Parish Council Email Address to generic** – it was resolved to change the Parish Council email address to enable the Clerk to change providers at some future date.

Clerk Action: to look at ‘gmail’ for the Clerk’s email address and to see if individual Parish Councillors emails could also be arranged.

- 18 Finance (The Clerk)**

- 18.1 Quarter End report of accounts up to 30 June 2017** – had been circulated and resolved to approve.

- 18.2 Verification of bank statements/bank reconciliations** – bank statements and reconciliations were verified and signed by Cllr Denton.

- 18.3 HSBC – Parish Council Bank Account – additional signatories required** – an online mandate is being completed.

Clerk Action: to be complete details and submit form.

- 18.4 Payment – Community Cleaner** – payment to the 31 July 2017 was resolved.

- 18.5 Payments – Parish Clerk** – it was resolved to pay the Clerk up to 30 June 2017

- 18.6 Payment HMRC – PAYE**

- 18.7 Payment – hire of room at the Social Club for meetings held on the 11, 18 May and 1 June 2017** was resolved.

- 18.8 P E Hempstead & Sons** – grass cutting for June 2017 – payment was resolved.

- 18.9 Viking Stationery** – payment was resolved for supply of paper and ink cartridges.

- 19 Items to be discussed at the next meeting:**

- 19.1 Application for Transparency Funds for a Scanner/printer for the Parish Council**

Following receipt of a letter of resignation, this was Cllr Michael Bowyer’s last Parish Council Meeting. Cllr Bowyer was thanked by Chairman Preece for his long service with the Parish Council and wished him all the best for his move to Barrowby.

Clerk Action: to put a few lines into the Allington News.

20 Date of the next Meeting:

Thursday 7 September 2017

The meeting was closed by the Chairman at 9.15pm.