

**Minutes of Sedgebrook Parish Council Meeting
held at 8.00 pm on Thursday 7 September 2017 in Sedgebrook Social Club**

Present: Chairman G Preece, Vice Chairman C Wood, Cllr J Denton, Cllr G Mahoney and Mrs J Bratton (Clerk) with District Councillor Hannah Westropp and two members of the public.

- 1 **Chairman's Remarks** – the Chairman welcomed everyone to the meeting.
- 2 **Apologies for absence and reasons given** - Apologies were received from District Councillor Pamela 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 20 July 2017**
The notes of the last meeting, held 20 July 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 Lincs County Council with posters to display on notice board re Call Connect and Transport Helpline.
 - 6.2 Correspondence regarding The Big Clean – Belvoir Ward to be targeted 21 to 25 August.
 - 6.3 Allington News – August/September issue.
 - 6.4 Letter of thanks from Michael Bowyer.
 - 6.5 LALC sent £100 from the transparency fund to enable the Parish Council to be more compliant with the Transparency Code.
 - 6.6 LALC sent their Annual Report for 2016/17 with details of their AGM and Conference 2017 on 17 October 2017.
- 7 **Public Forum** – nothing raised.
- 8 **Flooding – (Vice Chairman)**
 - 8.1 Items to report/update
Noted that flood warnings were being sent to the Chairman.
Clerk Action: to obtain a copy of the Emergency Plan and send to the Vice Chairman.
The Clerk had contacted the Environment Agency regarding the Vice Chairman's role as Emergency Volunteer and not received a reply.
Clerk Action: to email the Agency again.
- 9 **Highways (Vice Chairman – 9.1/Cllr G Mahoney 9.2)**
 - 9.1 **Update**
 - 9.1.a Noted the potholes around the village had been patched.
 - 9.1.b The Vice Chairman had written to Highways England concerning the visibility turning out of School Lane onto the A52 – currently you have 2 seconds to see and make a manoeuvre instead of 7 seconds of a compliant junction formation. Noted the A52 has had some patchwork repairs completed.

- 9.1.c** Allington Road – Salt Gritting – written again to Highways requesting confirmation as to whether they will be gritting the road. Noted the road had been surface dressed.
- 9.1.d** Woolsthorpe Lane – Anaerobic Digester – has been in operation for 3 years and the access remains in the same condition. The landscaping condition has not been fulfilled. No reference to the condition of monitoring or recording the of source of crops used. Vice Chairman has written to SKDC Planning on the concerns. Highways have completed an assessment of the road and it has been added it to their repair list – County Councillor Whittington believes this will be funded from next year's repairs budget from April 2018 to March 2019.

9.2 Allington Road Speed Survey

Report circulated from John Wise (Lincolnshire Road Safety Partnership) who had completed the Archer Test. After much discussion, it was resolved to look into the recommendations for additional signs (£150 has been put by for this purpose). Cllr Mahoney to see if the complimentary passive signs were still available and to contact Alison Garfoot from the Road Safety Partnership for recommendations on positioning.

Clerk Action: to put the item on the agenda of the next meeting.

10 Planning

10.1 Parish Council Responsibilities – Planning

Vice Chairman volunteered to take on the responsibility.

10.2 Planning Applications S17/1484/FULL (to vary condition 31 of approved plans) and S17/1485/Listed building Consent (to vary condition 20 of approved plans) – Chestnut Farm Barns, Village Street

It was resolved send 'no comments' on the forms to SKDC Planning.

Clerk Action: to email forms by the 11th September.

11 Recreation & Footpaths (The Chairman)

11.1 Playground Equipment visits from companies giving suggestions regarding play equipment

The Chairman was waiting for quotations from a company for each piece of play equipment together with a whole package. There is nothing wrong with the slide. The Parish Council could add some new equipment. Cllr Mahoney was also meeting a company's representative. Consideration to be given to moving the play equipment to stop it weathering and so that it is more in view.

- 11.2** Lock on the post at the entrance to the Recreation Field isn't working correctly. Chairman has been looking at options. A retractable post to cost approximately £180. The mowers can pass by the current post but a car or caravan would not. A post and barrier would have to be open all the time for the contractors to gain entry.

Chairman Action: to arrange quotations.

- 12 Reform of Data Protection Legislation – to look at complying with new regulations –** the Clerk was attending a Data Protection/Freedom of Information Course with LALC at Pinchbeck on Wednesday 22 November. Following the course Parish Council will decide whether or not to register with the Information Commissioner's Office.

13 Big Clean – SKDC – have the areas targeted been completed in the parish?

Noted that the pavement on Village Street (where the rooks nest) and the area surrounding the Village Green is now clean and tidy.

14 Adoption of BT Phone Box – update on change of use and insurance

The kiosk is covered under the Public Liability section of the Parish Council's insurance policy. Simon Denton had volunteered to paint it.

Clerk Action: to send kiosk paint information to Cllr Denton to then inform Clerk type and amounts of paint etc required. To place an advert for a librarian when the kiosk is painted.

15 Vacancies for Parish Councillors –

15.1 A notice has been displayed and, providing no requests for an election have been received by SKDC - the Parish Council will be able to co-opt to fill the vacancy left by the recent resignation of Michael Bowyer. Currently two vacancies.

15.2 Helen Drew-Bradley wished to be co-opted onto the Parish Council. Helen will send the Clerk a copy of the letter of confirmation from SKDC that she has been put on the Electoral Roll. The Parish Councillors voted to co-opt Helen onto the Parish Council.

Clerk Action: to put the item on the agenda of the next meeting to complete the necessary documentation.

Cllr Mahoney is aware of another parishioner who is interested in joining the Parish Council.

16 Finance (The Clerk)

16.1 **Audit Report for YE 31 March 2017** – had been circulated and displayed on the website.

16.2 **Verification of bank statements/bank reconciliations** – bank statement and reconciliation was verified and signed by Cllr Denton.

16.3 **HSBC – Parish Council Bank Account – additional signatories required** – the form was signed by the Chairman, Vice Chairman and Cllr J Denton.

Clerk Action: to complete and send off form.

16.4 Viking Office – a credit note covered the resolved payment for ink cartridges. A further credit note was awaited.

16.5 Payments – Community Cleaner – payments to the 31 August and 30 September 2017 were resolved.

16.6 Payments – Parish Clerk – it was resolved to pay the Clerk up to 31 August 2017.

16.7 Application for Transparency Funding to comply with Transparency Regulations – a cheque for £100 had been received from the National Association of Local Councils Transparency Fund.

16.8 Lincs Association of Local Councils – payment for clerks Networking on the 6 July 2017.

16.9 Currys/PC World – purchase of a printer/scanner – payment was resolved.

16.10 P E Hempstead & Sons – grass cutting for July and August 2017 – payments were resolved.

16.11 Community Lincs – payment for Routine Playground Inspection Training for £100.80 was resolved.

17 Items to be discussed at the next meeting:

17.1 Visit to meeting by Diane Hansen, Head of Engagement and Inclusion at South West Lincolnshire Clinical Commissioning Group to discuss the five year Sustainability and Transformation Plan and commitment to improving health and care services for the future.

Clerk Action: to request clarification on exactly what Diane Hansen wants to talk to the Parish Councillors about.

18 Dates of Meetings to be held in 2018

The meeting dates were agreed.
Clerk Action: to circulate the dates.

20 Date of the next Meeting:

Thursday 12 October 2017

The meeting was closed by the Chairman at 9.40 pm.