

WELBOURN PARISH COUNCIL

MINUTES OF THE MEETING OF WELBOURN PARISH COUNCIL HELD ON WEDNESDAY 9th JUNE 2010 IN WELBOURN VILLAGE HALL AT 7.30pm

PRESENT

Mr. J.R. Storer, Chairman
 Councillors: Mr S Short (SS), Mrs A Walker (AW), Mr B Gibson (BG), Mr S Lawson (SL), Mr V Brealey
 (VB), Mr T Copley (TC)
 District Councillor: Mrs M Overton (MO)
 Mr Richard Thorpe, Ms Sarah Brown and Mr Mark Crosby were present as members of the public.

		<u>ACTION</u>
06.01.00	<p><u>PUBLIC FORUM</u> Mr Crosby had nothing to say. Ms Brown had agreed to take notes on behalf of Mr McBeath, at his request. PC Hanson had reported by email that no crimes had been recorded during the previous month. Mr Thorpe reported that he was currently strimming the edges of the playing fields. He expressed concern at the amount of weeds in the dyke in Hall Orchard Lane. This dyke is the main outfall from the Beck and blockage could lead to problems in the future if it is not kept clear. Enquiries needed to be made to find out to whom it belongs.</p>	Clerk
06.02.00 06.02.01	<p><u>CHAIRMAN'S REPORT</u> <u>New Bollards</u> The Chairman expressed disappointment with the quality of the work carried out on installing the bollards, which, after inspection by the Council, turned out to have been installed unevenly in all three planes of standing. It was agreed that, in future, jobs such as these need to be inspected before payment is raised. Only 17 bollards had been installed but the quote had been for 18. A.L.S. Fencing should be called back to rectify their initial work.</p>	Clerk
06.02.02	<p><u>Village Hall Project</u> There was a 2.5% snagging retention fee on the Village Hall Project, which should tie in nicely with how much money was left in the account. It needed to be confirmed upon which figure the 2.5% would be levied but, when this was agreed and paid, the Council's involvement with the Village Hall Development Project would end.</p>	
06.03.00	<p><u>APOLOGIES</u> County Councillor Phillips had been planning to attend but had been involved unexpectedly in another meeting. Councillor Wylie was away on urgent, short notice, family business. Cllr Copley was on holiday. The Police were engaged elsewhere. Mr McBeath was attending a family funeral in Cornwall.</p>	
06.04.00	<p><u>DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE LOCAL AUTHORITIES (MODEL CODE OF CONDUCT) ORDER 2007 (SI2007/1159)</u> No interests declared.</p>	
06.05.00	<p><u>MINUTES OF THE LAST MEETING</u> The minutes of the last meeting held on Wednesday 12th May 2010, copies of which had been circulated earlier to members, were approved. Proposed SS. Seconded MO.</p>	
06.06.00 06.06.01	<p><u>MATTERS ARISING FROM THE MINUTES</u> <u>Councillor Goodhand's resignation</u> The Chairman had written to Mr Goodhand in response to his letter of resignation in appreciation of his 37 years of service on the Council including 26 as Chairman, paying tribute to his contribution and knowledge which had made an enormous contribution to the smooth running of the Parish for so many years and which had been gratefully appreciated by the members.</p>	
06.06.02	<p><u>Insurance</u> The Clerk had updated the insurance schedule by deleting equipment which no longer existed and adding new V&A items plus the street lights for which the Council are responsible at a value advised by ABB - the firm from Sleaford who maintain them. The</p>	

<p>06.06.03</p> <p>06.06.04</p> <p>06.06.05</p> <p>06.06.06</p>	<p>quote came back much above the earlier, budgeted, figure (£850 v £650) so he had queried it and was awaiting a response. The premium was, however, now overdue. <u>Electrical Safety Certification of Lighting</u>. It was not clear what form the certification of street lights should take. The Clerk was still pursuing the matter. Given that such certification could only be given by qualified technicians it seemed likely that the Council might have to accept E-on's earlier quote.</p> <p><u>26 The Green</u> The Clerk had written to NKDC reminding them that the Council still stood by its previous comments on the shape of the garage roof at 26 The Green and would be disappointed if NKDC did not insist that the structure be corrected in accordance with the original permission. There had not been any response.</p> <p><u>New Member</u> Sarah Brown had expressed a wish to join the Parish Council, but had missed the deadline for submitting her application to NKDC. The Parish Council agreed that, in the past, when the deadline has been missed in this manner, they had co-opted a member onto the Council at the appropriate time. It was agreed that this would probably be the easiest way to continue at the moment.</p> <p><u>Beck Street Hedge</u> The Clerk had written to Mr Benton and Ms Stanton on 14 May refuting their claims and pointing out that, in the circumstances, they could be liable in the event of any misadventure to a wheelchair/PMV caused by their hedge. He had since spoken amicably with Mr Benton about the hedge but there was no undertaking to cut it. It would seem that, as a keen gardener, Mr Benton was reluctant to create an unsightly ruin and thus attract criticism.</p>	<p><u>ACTION</u></p> <p>Clerk</p> <p>Clerk</p>
<p>06.07.00</p> <p>06.07.01</p> <p>06.07.02</p> <p>06.07.03</p> <p>06.07.04</p> <p>06.07.05</p>	<p><u>CLERK'S REPORT</u></p> <p><u>Bollards</u> The Clerk had previously informed the contractor who had installed the bollards and a slab for the rubbish bins that the Council was disappointed with the poor standard of his work.</p> <p><u>Risk Assessments</u> Despite considerable scepticism, the Clerk had pursued the issue of Risk Assessments (RAs) because he had been assured by the HSE that RAs are a legal requirement on the Council. Mr Bleaden had sent his RA which was very thorough, covering everything including sunburn and dehydration. Rick Thorpe asked to comment at this point, and circulated copies of the proposed generic Risk Assessment drafted by the Clerk and a copy of the Chainsaw Regulatory Body (NPTC) standard Risk Assessment which he had previously discussed with the Clerk. He pointed out that the NPTC Risk Assessment was very thorough and could be signed and held as an "umbrella" document to cover him on smaller, routine tasks. He also agreed to submit site-specific Risk Assessments as necessary on larger jobs. This was agreed.</p> <p><u>Record retrieval</u> With Mrs Wildblood's consent, the Clerk had gained access to Mrs Wildblood's garage and obtained a key for her. Having re-arranged a significant amount of discarded materials in the garage to get to the PC safe, he had found handwritten Minute Books from June 1969 to 1989. The oldest Minute Book was heavily mildewed but was legible and intact. He had taken advice from a conservator, cleaned it up as much as possible and kept it safe. From 2004 the minutes are recorded electronically on the Parish Website. He had also retained numerous old files of general interest. There was no sign of the missing invoices from the early part of 2009 nor the missing cheque book.</p> <p><u>Tree Removal</u> The Clerk had written to the Tree Officer over the notification of the intention to remove the sycamore tree opposite the Joiners Arms in a garden in Manor Close because it was damaging the wall, to say that the Council regretted the idea since the damage to the wall was not that severe and requesting that it be replaced with a smaller tree such as a prunus which would still be decorative. NKDC had subsequently given the landlord permission to fell the tree but had required its replacement.</p> <p><u>Audit</u> The accounts were due at the external auditors by 26 July. The lack of invoices was embarrassing but the Council now had a letter from NS&I confirming the Investment account. The external auditors rely on the internal auditor's report to save them work. Mrs Bull had worked pretty hard on the Audit this year and had waived her fee last year.</p>	

06.08.00	<u>FINANCIAL REPORT</u>	<u>ACTION</u>
06.08.01	<u>Investment account</u> Thanks to the Chairman's intervention, NS&I had confirmed details of the Investment account. Details were included in the financial statement. New signatories were required.	
06.08.02	<u>Financial Statement</u> The financial report showed total expenditure to date of £4,748 and a balance of £27,091. The previous year's VAT had been claimed and paid.	
06.09.00	<u>COUNTY COUNCIL / DISTRICT COUNCIL MATTERS</u>	
06.09.01	<u>Mobile Libraries</u> Councillor Overton reported that LCC were proposing to reduce Mobile Library services in villages with a low level of usage. She had not received notification that Welbourn was on this list, but had not been able to speak to Cllr. Phillips to confirm whether his list might have included Welbourn. She pointed out that if we wished to keep village resources then we need to be seen to be using them extensively. If we see issues of resource wastage, please report them to the Council, as they are currently very pro-active in cutting wastage where possible.	
06.09.02	<u>Council Care Homes</u> It had recently been agreed that all Council Care Homes need to meet new criteria regarding modernisation. Councillor Overton was extremely worried that this was a part of a hidden agenda for closing older homes without proper consultation. The meeting to consider this topic would be on June 17th.	
06.10.00	<u>CHANGE TO THE STAGECOACH BUS SCHEDULES</u> Stagecoach had recently cut the regular half-hourly bus service between Lincoln and Grantham to one every hour, and had started terminating services in Wellingore, claiming that the services were not well-enough used to justify keeping them. Mrs Walker pointed out that the hourly service starting at 08.41 meant that many schoolchildren who use the service are being stranded with no way of getting to school at an acceptable time or, indeed, being able to return. All in attendance agreed that cutting our bus services was unacceptable and Councillor Overton agreed to continue to negotiate on the subject. Mrs Walker agreed to start a petition for Councillor Overton to submit on behalf of the village. It would also be necessary to request the statistics on the bus use as they might justify a case for restoring some services.	MO AW
06.11.00	<u>Authorised signatories</u> The resignation of Mr Goodhand meant that there was one less authorised signatory to Parish Council cheques. The authorised signatories to the investment account were no longer valid. It was agreed, however, to wait to act on this item until the next meeting when the Clerk would be back.	
06.12.00	<u>REPORTS FROM PORTFOLIO HOLDERS</u>	
06.12.01	<u>Constitution/Audit/Village Hall</u> Instead of paying for the hiring costs of the Village Hall for Parish Council meetings, it was discussed and agreed that the Parish Council would pay for some sun blinds for the new building. This worked out as a similar cost as the rent and would be an appropriate use of some of the PC reserves as discussed at the previous meeting. A quote for £970 for a solar control blind had been received. Agreement was required over what period (year or more) this amount would be considered to cover.	
06.12.02	<u>Highways Footways and Drains</u> The drainage plan was going ahead and was now in the hands of Alan Brown of LCC Highways. Mr David Andrews had signed an agreement about the use of his field and Mr Richard Overton was prepared to do the required work on that part of the drain in his field. The scheme should be completed this year. Any issues with potholes in the road should be reported to either LCC on 01522782070 or to the Clerk who would relay complaints to our Highways Officer. <u>Bridleway</u> The issue of the Field House Bungalow path/bridleway was discussed in a most spirited fashion. It was finally agreed that the Parish Council view should be that we wish the 'false bridleway' to stay where it currently is, but that it should be downgraded to the status of footpath, which would keep a Right of Way open, not encroach upon the Grundy's land, and not allow motorised vehicles access down it. The owners should be informed that both side hedges need to be kept trimmed back. The Clerk was to write to the County Council to inform them of the Parish Council's view.	Clerk

06.12.03	<p><u>Environment and Village Matters</u> The Field House Bungalow hedge was obstructing the footpath on the Main Road. It was agreed that the owners should be asked to cut it. Doubt was expressed as to whether this approach would work, whereupon it was agreed that they should be given a two week deadline, and then a council representative would cut it and the owners would presented with the bill.</p> <p>Mr Thorpe suggested that Castle Hill be made a wildflower meadow, but he was unaware of the issue with docks and creeping buttercup which were infesting the grass again. Mr Storer agreed to find out the cost of broad-leaf spraying to control the docks and buttercups. It was suggested that it would be useful to raise the idea of public events at Castle Hill in the public consciousness again</p> <p>It was also agreed that a letter should be sent to the Manor Care Home regarding the bowing of their boundary wall in the High Street opposite Number 3 as they might not be aware of its condition.</p>	<p><u>ACTION</u></p> <p>Clerk</p> <p>RS</p> <p>Clerk</p>														
06.12.04	<p><u>Handyman tasking</u> It was agreed Mr Thorpe was to continue strimming the nettles and trim brambles around the edge of the playing field.</p>															
06.12.05	<p><u>Allotments</u> The meeting had started half an hour early with an informal visit to the allotments. It was agreed that Mr Thorpe would strim around the trees to suppress insect damage, but that much of the rest of the orchard would be left to wildflowers with the only exceptions being the ragwort and thistles to prevent them spreading to local gardens. It was noted that much of the public unhappiness over the long grass was because people (mistakenly) thought that regular orchard grass cutting was part of the Bleaden contract, and that a little more education about the intended purpose of the orchard might be helpful. To this end, it was agreed that Mr Thorpe should put up an allotments notice board, which could display a list of rules for the allotment-holders, news items and information about the community and wildlife aspects of the orchard. The Clerk was tasked to research sources of a suitable board and get a quote.</p>	Clerk														
06.12.06	<p><u>Parish Plan & Public Liaison</u> The Parish Plan seemed to have slipped in the public consciousness, but still had a very important role to play. It was agreed that the Council should look into prioritising the Parish Plan again and that Mr Gibson might need a subcommittee to help him do this.</p>	All														
06.13.00	<p><u>PORTFOLIO HOLDERS FOR NEXT YEAR</u> All Portfolio Holders agreed to stay as they were and Stephen Short agreed to take on the extra responsibility of Planning/Countryside.</p>	SS														
06.14.00	<p><u>PLANNING MATTERS</u> None to report. But see paragraph 06.07.04.</p>															
06.15.00	<p><u>CHEQUES.</u> Payment of the following cheques was approved:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding-left: 20px;">To BT for telephone line to the IT Room</td> <td style="text-align: right;">£58.38,</td> </tr> <tr> <td style="padding-left: 20px;">To M McBeath re salary May</td> <td style="text-align: right;">£154.01,</td> </tr> <tr> <td style="padding-left: 20px;">To PO re PAYE McBeath</td> <td style="text-align: right;">£38.40,</td> </tr> <tr> <td style="padding-left: 20px;">To E-on for quarterly maintenance</td> <td style="text-align: right;">£99.79</td> </tr> <tr> <td style="padding-left: 20px;">To G W King and Sons for church yard grass cutting</td> <td style="text-align: right;">£264.00,</td> </tr> <tr> <td style="padding-left: 20px;">To Rick Thorpe for work done in May</td> <td style="text-align: right;">£330.00</td> </tr> <tr> <td style="padding-left: 20px;">To C Bleaden for grass cutting in May</td> <td style="text-align: right;">£274.53</td> </tr> </table> <p>Transfer of £2600 from deposit account to current account was approved.</p>	To BT for telephone line to the IT Room	£58.38,	To M McBeath re salary May	£154.01,	To PO re PAYE McBeath	£38.40,	To E-on for quarterly maintenance	£99.79	To G W King and Sons for church yard grass cutting	£264.00,	To Rick Thorpe for work done in May	£330.00	To C Bleaden for grass cutting in May	£274.53	
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05.16.00	<p><u>ITEMS FOR NEXT MEETING</u></p> <ol style="list-style-type: none"> 1. Council's own risk assessment. 2. Collapsing wall behind No 35 High Street. 3. Clearing the Beck. 	Clerk														
03.17.00	<p><u>DATE AND PLACE OF NEXT MEETING</u> There was to be a joint meeting of the Village Hall Committee and Parish Council on Tuesday 6th July.</p>	All														

	The date of the next Parish Council Meeting was confirmed as Wednesday 14th July 2010 at 7.30 pm in the Village Hall.	ALL
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There being no further matters to discuss, the chairman duly closed the meeting at 9.45pm.

Copies to:

All PC Members

County Councillor R Phillips.

District Councillors M Wylie and M Overton,

Beat Manager: PC Hanson, Bracebridge Heath Police Station