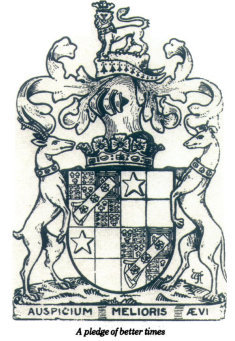


Redbourne Parish Council Minutes

Parish Clerk – Deb Hotson, 79 Top Road, Worlaby, North Lincolnshire, DN20 0NG

Minutes of the Redbourne Parish Council Meeting held at 7.30pm on Tuesday 2nd May, 2017.
at St Andrews Church, Redbourne.

Present: Cllr Carr, Cllr Lurie (Chair), Cllr Muggleton & Cllr Wainwright.
Also Present: 1 resident.
Deb Hotson – Clerk to the Council.



Public Comment

Mr Canner has attended the meeting for an update on the refurbishment of the fire engine and its progress.

Cllr Lurie stated that the wheels are currently off-site being investigated for repair/replacement. There has been a recent inspection of the internal wall timber panelling and potential live woodworm has been discovered. All the panelling has therefore been removed, to ensure that this does not affect the fire engine. The internal walls are to be rendered. The Fire Engine is covered at present to protect what work has been carried out.

The side window and soffit of the fire engine shed also require replacing and quotes are being obtained for both these items for discussion / decision at the next meeting.

Clerk to contact NLC to clarify the requirement for the window and sill with regard to the Conservation Area. Mr Canner added that there was a lot of money being spent on one item and would the public be able to have access. The Clerk stated that the refurbishments were required otherwise the Fire Engine would deteriorate and the money for the project had been obtained from grant funding and local business donations.

Cllr Lurie also added that the Parish Council would be open to any volunteers who would be willing to 'man' the Fire Engine on open days to the public and welcome volunteers who had been commenting on the funding of the historic village asset.

Cllr Lurie opened the meeting.

1705/1 Apologies for absence

Apologies for absence received from Cllrs Devan & Laing.

1705/2 Declaration of Interest

- a. To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.

Cllr Wainwright declared a prejudicial interest in agenda item 1705/13g.

- b. To note dispensations given to any member of the council in respect of the agenda items listed below.

None outstanding.

1705/3 Minutes of Previous meeting

The Minutes of the Parish Council meeting held on 7th March, 2017 were approved and signed as a true and correct record.

1705/4 Parish Council Vacancies

To consider applications received for the vacancies, determining actions required.

One application had been received and circulated prior to the meeting.

Resolved – Marcus Randle to be co-opted on to the Parish Council.

Clerk to send out the relevant forms and documentation and to inform NLC.

1705/5 Clerk's Report

- a. Clerk has formally requested NLC to install a footpath and drainage at the play area entrance on Vicarage Road. Agenda item.
- b. Tree Programme information sent to Cllr Poole.
- c. Clerk has informed Vision ICT that google is not picking up the web address and they are looking into this. Clerk to chase item again with Vision ICT.

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1705/6 Report from Ward Cllrs on NLC issues

No Ward Cllrs present.

1705/7 Police Matters / NATs

No report received.

1705/8 Play Area Health & Safety

To receive the playground checks sheets and determine if any further actions are required.

The checks sheets were provided by Cllr Devan prior to the meeting and no issues reported.

1705/9 Highways / Footpaths / NLC issues

- a. To consider the upgrading of the entrance to the children's play area at Vicarage Road determining actions required.

Item to be discussed under 1705/13c.

- b. To consider any Highways matters within the Parish for the Clerk to take up with NLC and to review the outstanding highway list.

Clerk to chase up the issue of tree roots adjoining the bus shelter on Main Street which are causing issues with the footpath and are a potential trip hazard.

Clerk to also report the pot holes on Carr Lane and School Lane.

1705/10 Planning

To be notified of any planning decisions received from NLC and the planning applications submitted to NLC under delegated powers.

The following decision was received from NLC.

2017/247 – planning permission granted to undertake overhead line work in the area.

The following applications were submitted to NLC under the Clerks delegated powers.

2017/315 - Planning permission to convert an existing garage into a self-contained annexe at The Cloisters, Redbourne Park. **No objection or comment.**

2017/396 - Planning permission to convert part of the garage and stable block for use as carers accommodation at Woodrising, Redbourne Park. **No objection or comment.**

1705/11 Parish Projects

- a. To receive an update with regard to the conservation of the fire engine determining actions required.

- a. To consider the additional costs determining actions required.

Item to be deferred until further quotes have been received. Clerk to contact NLC Conservation Officer with regard to the fire engine shed side window and soffit.

- b. To receive an update with regard to the children's play area determining any further actions required.

- a. Refurbishment of play area.

The wet pour has been completed in the play area and all agreed that this was a great improvement. The painting of the play area equipment will be carried out in the next few weeks.

Payment will be held until all the project works is completed.

- b. MUGA – update.

30 completed consultation forms have been returned out of a total of 125 delivered. This has allowed all residents to make comment on the proposed MUGA instalment. 3 quotes have been obtained – the Clerk will now look for suitable funding.

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- c. To consider the adoption of the BT Kiosk from Community Heartbeat Trust determining actions required.
The CHT informed the Parish Council that they would put in an insurance claim with regard to repairing the damage to the kiosk. The repairs are still outstanding therefore it was agreed to defer the adoption until this work has been carried out. Clerk to contact CHT again for an update.
- d. To consider provisions for a Carol Service at the Church in December determining actions required.
Cllr Lurie has been approached by a resident with regard to organising a Carol Service this Christmas. The resident confirmed that the Rector David Eames would be happy to conduct the service. **Resolved** – the Parish Council are happy for the resident to organise a service and would fully support it. The resident has Cllr Lurie's details and he will await further contact.

1705/12 **Correspondence for Discussion/Decision**

- a. To be notified of the Estuary TV – Local news from parishes, determining any actions required.
Item noted.
- b. To be notified of the Call for Evidence response submitted to NLC by the Clerk.
The Clerk informed the Council of the response submitted.
- c. To be notified of the Village of the Year 2017 correspondence determining actions required.
Item noted.
- d. To be notified of the Community Emergency Plan update determining actions required.
Item deferred to the next meeting.
- e. To be notified of the Devolution & the voluntary sector information determining any actions required.
Item noted.
- f. To be notified of the correspondence with regard to disabled toilets facilities within the area determining if any further actions are required.
Item noted.
- g. To be notified of the invite from the Mayor of North Lincolnshire to Cream Tea determining any actions required.
Item noted.

Correspondence for Information

- h. ERNLLCA Newsletters February & March 17.
- i. NLC Lincs Lotto Launch Event.

1705/13 **Accounts**

- a. To consider the renewal of the CPRE membership for 2017/18.
Resolved – approve the renewal of the membership.
- b. To consider the renewal of the ERLICA membership for 2017/18.
Resolved – approve the renewal of the membership.
- c. To consider the Parish Councils funding requirements for the installation of the footpath and drainage at the entrance to Vicarage Road play area.
NLC have agreed to pay 75% of the total cost of £1,920 + vat and to round the amount for accounting request the Parish Council pay £500 towards the cost.
Resolved – contribute £500 towards the cost.
- d. To be notified and approve the Internal Audit report 2016/17 and determine any actions required.
The recommendation was noted and the Clerk will action these.

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- e. To approve the Annual Governance Statement 2016/17.
Resolved – approval of the Annual Governance Statement. Cllrs approved the Statement using the Annual Return Assertions pro-forma.
- f. To approve the Accounting Statement 2016/17.
Resolved – approval of the Accounting Statement.
- g. To approve the monthly accounts for payment. See financial report.
Resolved – approval of the accounts for payment.

02.05.17	1	D Hotson	Salary – April & May 17, transparency funding	£508.62
02.05.17	2	HMRC	Tax – April & May 17	£89.60
02.05.17	3	L Wainwright	Planter – St Andrews	£34.32
02.05.17	4	R Dixon	Internal Audit Fee	£310.00
07.04.17	5	L Lurie	Fire Engine Project	£170
02.05.17	6	ERNLLCA	Membership renewal	£208.08
02.05.17	7	CPRE	Membership renewal	£36.00
19.04.17	DD	Npower	Church lighting	£167.61

1705/14 **Minor Items**

- a. To take any points from members.
- Clerk to chase up NLC with regard to the Youth Offenders litter picking Redbourne Road.
 - Cllr Lurie stated that he had been in discussion with Ralph Day with regard to insurance for the litter pick day. This was not organised by the Parish Council and should therefore be arranged by Ralph Day.
Clerk to ask the Insurer if the Gardening Club were covered under the Parish Council public liability.
 - Clerk to report the car parked in the Red Lion Inn car park which has been there for over 12 months.
- b. Matters of correspondence for information which arrived after the agenda was posted.
- ERNLLCA ‘Being a Good Cllr’ training seminar. Item noted.

1705/15 **Agenda Items for the next meeting –**

- Gardening Club – Insurance.

1705/16 **To confirm the date and time of the next meeting as being Tuesday 4th July, 2017 at 7pm in St Andrews Church.**

1705/17 **To consider the exclusion of the public and press in accordance with the Public Bodies (Admission to Meetings) Act 1960 s1(2) due to the confidential nature of the items to be discussed**

The meeting closed at 8.25pm.