

Redbourne Parish Council Minutes

Locum Clerk – Neil Taylor-Matson, 6 Barley Close, Kirton in Lindsey, North Lincolnshire, DN21 4FF

Minutes of the Redbourne Parish Council Meeting held at 7pm on Tuesday, 7th November 2017.
at St Andrews Church, Redbourne.

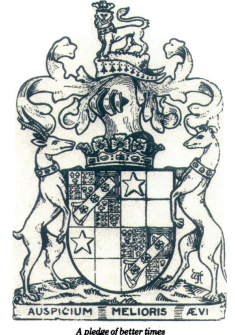
Present: Cllr Lurie (Chair), Cllr Muggleton, Cllr Randle, Cllr Wainwright
& Cllr Wright.

Also Present: Neil Taylor-Matson – Locum Clerk; 4 members of the public.

Public Comment

Cllr Lurie welcomed four members of the public to the meeting and invited them to speak. The planning application for the Old Smithy was discussed with the applicants explaining their proposals for reinstating the Smithy as part of the community again, using the original hearths and forges currently in the building without plans to bring in modern machinery. The applicants clarified that the use would be as a traditional blacksmiths and not a farrier and that the hours of use were to be reasonable. Questions were put to the applicants about resources required such as water, the anticipated noise levels, the working hours and whether there would be open days for the public to visit to see the forge working. The applicants explained that only a small amount of water would be required. They had conducted noise testing prior to making their planning application and found the original anvil does disperse noise effectively and the addition of doors to the building will reduce this further. Opening for the public on advertised dates is something the applicants have considered already as part of their plans for the business.

Cllr Lurie opened the meeting with the suggestion that item 1711/08 was to be moved forward on the Agenda to immediately after item 1711/03.



1711/01 Apologies for absence

Apologies for absence received from Cllr Carr.

1711/02 Declaration of Interest / Dispensations

- a. No declarations of interest were made.
- b. No dispensations were sought or granted.

1711/03 Minutes of Previous meeting

The Minutes of the Parish Council meeting held on 5th September 2017 were approved and signed as a true and correct record.

1711/08 Planning

The Council considered the following Planning Application:

- (i) PA/2017/1600 – Listed building consent for addition of doors and internal electrical fittings, The Old Smithy, School Lane, Redbourne, DN21 4QN (Applicant: Mr Cameron Huggins) (*fwd 18/10/2017*)

RESOLUTION: That the Clerk submit 'No Objection' in principle to the application but include the following conditions for consideration by NLCs planning department.

1. Acceptable noise levels having regard to the adjoining residential properties;

2. Limitation as to hours of business having regard to the adjoining residential properties.

The Parish Council were also concerned that no notification of the application was sent to owners of adjoining residential properties or more widely advertised to village residents.

ACTION: Locum Clerk

1711/04 Parish Council Vacancies

No applications were received for the vacancies, however interest was noted from resident Penny Stevenson. Cllr Wainwright also mentioned interest from another resident in the village and will seek further information. Cllr Wainwright to pass contact details to the Clerk in order that information can be distributed to interested parties.

ACTION: Cllr Wainwright / Locum Clerk

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1711/05 Election of Committee Representatives

- a. Cllr Wright was elected as the third member of the Personnel Committee.
- b. (i) The Council considered the proposal to amend the Clerk's contract with regard to the wording at clause 19.1 referencing the requirement to pay into a stakeholder pension. **RESOLUTION: The Council agreed that the Clerk's contract of employment dated 05/09/2017 be amended to allow pension contributions to be paid into an existing pension fund and that this change to the contract clause would not affect the contract of employment. Cllr Lurie to sign a side letter and distribute to confirm the Councils decision.** **ACTION: Cllr Lurie**
(ii) The Council considered the renumbering of the Clerk's contract as referenced in Cllr Wright's email of 31/10/2017 to the Chair and Cllr Muggleton. It was decided to leave these amendments until the review of the Clerk's contract which is already scheduled for early 2018.

1711/06 Clerk's Report

- a. Clerk reported the pot holes on Carr and School Lane – Cllr Wainwright met with the Ward Officer Sheena Alexander on 05/10/2017. School Lane will be considered a priority however Carr Lane and Vicarage Lane are not. Clerk and Cllr Wainwright both to approach Ward Councillor Neil Poole for any assistance in having the lanes maintained.
- b. Clerk contacted NLC with regard to the drainage plans for the roundabout at the south end of the village – response re monitoring received however the issues remain closer in to the village particularly the drains between the roundabout and the Red Lion. Clerk to include concerns about the drainage in this area in contact with Councillor Neil Poole.
- c. Clerk to report that the Falconers and St George Court block paving requires weed spraying – This work was completed 27/09/2017. Cllrs noted that previously when weed spraying was completed NLC would return to clear the dead weeds, however this had not done.
- d. Clerk to continue to chase up Community Heartbeat re BT Kiosk. Agenda item.
- e. Clerk to contact the authority responsible for the damaged concrete hydrant at Little Redbourne – Anglican Water notified of the damage and thanked the Council for the information.
- f. Clerk to contact Gary Wragg to request valuation of the Fire Engine – Gary Wragg could no longer be contacted. Both Deb Hotson and the Clerk had attempted contact with Gary's colleague Steve but received no response. Agenda item.
- g. Clerk to check with Cllr Lurie if any response was received from Mr Brodley – Cllr Lurie updated Cllrs on 11/09/2017 to confirm he had also spoken with Mr Brodley.
- h. Clerk to contact Roy Hindmarsh at NLC for a download of the traffic data from recent monitoring work – Reply received and forwarded to Cllrs 18/10/2017.
- i. Clerk to look into the electricity tarrif for St Andrews Church – Npower confirm we are in a two-year fixed term contract until May 2019, however it is noted that there was a discrepancy with the meter readings given in July which may explain the higher cost queried 11/10/2017 and a credit to the account had now been received.
- j. Clerk to check when it is anticipated that NLC will commence work on the hard crossing outside the playground on Vicarage Lane. – Rob Beales at NLC contacted, and a site visit was conducted by NLC 01/11/2017. Cllr Lurie met with Dave Warburton from NLC on 06/11/2017 to discuss the proposed works. The pavement is to be extended along the outside of the playground entrance and a solution to the standing surface water put in place. Surface grass and soil will be removed in order to level the area. The works are now not expected to take place before January. The Clerk asked to chase this up in mid-January.

1711/07 Report from Ward Cllrs on NLC issues

No Ward Councillors were present and no report was received.

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1711/09 Police Matters / NATs

Cllr Wright provided an update from the NATs meeting of 06/09/2017 and noted the next meeting is on 13/12/2017.

1711/10 Play Area Health & Safety

The playground check sheets for September and October were provided by Cllr Lurie prior to the meeting, these were received and minor issues were identified with the adult swings and bench near the slide.

RESOLUTION: Cllr Wright to look into the matters raised. Cllr Lurie to continue with the checks in the short term.

ACTION: Cllrs Wright and Lurie

1711/11 Highways / Footpaths / NLC issues

- a. The Council had no new Highway matters within the Parish for the Clerk to take up with NLC.
- b. The Council discussed the public right of way at School Lane/Little Redbourne and felt that it was currently in an acceptable condition.
- c. The Council considered the proposed blanket ban on grass verge parking by NLC but no issues were raised by Councillors about it.

RESOLUTION: Locum Clerk to respond.

ACTION: Locum Clerk

1711/12 Parish Projects/Delegate Reports

- a. The Council received an update with regard to the conservation of the fire engine. It was noted that the insurance value of the Fire Engine was raised to £35,000 and the additional insurance premium for this was paid under devolved authority of the Clerk in conjunction with the Chairman as outlined in the Financial Regulations (4.1) at an additional premium of £88.09 for the current year. The Council agreed the sale of the anvil donated by Eileen Wilson. It was agreed that the sale proceeds of £200 would be paid to her. The Council noted the donation from Welton Aggregates towards the project and the letter of thanks sent by Cllr Lurie. It was noted that the information sheet about the restoration project is to be reprinted to include the Welton Aggregates logo.
RESOLUTION: To reprint the information sheet. **ACTION: Cllr Lurie**
- b. The Council considered actions required regarding the water bowser and trailer.
RESOLUTION: Cllr Lurie to approach Ralph Day for assistance with a view to storage of the water bowser and trailer over the winter and to consider repairs to the trailer in the spring. **ACTION: Cllr Lurie**
- c. The Council considered the grounds maintenance contract for 2018/2019.
RESOLUTION: Clerk to research who Messingham, Hibaldstow and Scawby use for their grounds maintenance and approach NLC for a quotation for next year to compare costs. **ACTION: Locum Clerk**
- d. The Council received an update on progress with grant applications with regard to the children's play area. The application to Sport England failed, however the application to Tesco was a success and the campaign is currently running in store for three months. If chosen in first place by customers the Parish Council will be awarded £4,000; if in second place £2,000 and a minimum of £1,000 is guaranteed. This money will be for the refurbishment of play equipment. The Council considered the plans for the children's play area.
RESOLUTION: Not to further pursue plans for a MUGA but to instead look at maintenance of the tennis courts with a deep surface clean and potential levelling of sunken areas. To update concerned resident about the current plans. **ACTION: Locum Clerk**

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- e. The Council received an update regarding the repair of the BT Kiosk. Community Heartbeat are still awaiting the insurance assessor.

RESOLUTION: Cllr Lurie to seek local repairs of the kiosk structure.

ACTION: Cllr Lurie

- f. The council received a report from Cllr Wainwright about the Best Kept Village presentation.

RESOLUTION: That display stands are purchased for the awards to place in the Fire Station. That entry in the local competition be considered for next year.

ACTION: Cllr Wainwright / Locum Clerk

- g. The Council received the response from Rev Eames about publicising church services in Redbourne.

RESOLUTION: That flyers for the Christingle Service will be distributed by Cllr Lurie and he will place colour posters advertising the service in the two noticeboards. The Clerk to approach the PCC to confirm if there are any monies due to Redbourne Parish Council from births, marriages or interments.

ACTION: Cllr Lurie / Locum Clerk

- h. The Council discussed the churchyard lighting and agreed that no further work on the lighting was required, noting maintenance of the lighting was carried out at a cost of £150 under devolved authority of the Clerk in conjunction with the Chairman as outlined in the Financial Regulations (4.1) for health and safety.

1711/13 Correspondence for Discussion/Decision

- a. The Council received the ERNLLCA newsletters for September and October and noted the Good Councillor Course questionnaire.
- b. The Council received and noted the ERNLLCA District Committee Meetings survey.
- c. The Council received information about the Lincs Lotto scheme. No action required.
- d. The Council received the NLC Community Capital Grant for North Lincolnshire In Bloom funding application.

RESOLUTION: That the grant will be used for new planting on the Green and adjoining areas.

ACTION: Cllr Lurie / Locum Clerk

- e. The Council received the proposal from Glanford & Lindsey Lions for the placing of a wishing well in the village.

RESOLUTION: That the Clerk responds that Redbourne does not wish to be involved in the project.

ACTION: Locum Clerk

- f. The Council noted the NLC Standards Training on 05/12/2017 and agreed the Clerk's attendance.

Correspondence for Information

- g. The Council noted the Town and Parish Liaison meeting presentations and noted the next meeting on 08/02/2018.
- h. The Council noted the updated information for Snow Wardens from the Winter Service Review.

1711/14 Accounts

- a. The Council noted the transparency fund refunds received totalling £517.98. It was noted that claims for upgrades to computer software can be made from the transparency funding and this should be looked into before the funding ceases.

ACTION: Locum Clerk

- b. The Council approved attendance at the ERNLLCA training conference on 17/11/2017 for the Clerk at £42.50

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c. The Council approved the monthly accounts for payment.

RESOLUTION: *That the accounts be duly paid.*

ACTION: Locum Clerk

06.09.17	33	SLCC	Membership	£82.00
22.09.17	DD	Tesco Mobile	Clerk's mobile contract	£11.00
11.10.17	34	North Lincs Council	SLA – grass cutting/playground inspection	£1,006.37
11.10.17	35	Zurich Municipal	Insurance – increased fire engine cover	£88.09
17.10.17	DD	Npower	Church	£138.36
24.10.17	36	L Lurie	Electrical works – St Andrews Churchyard	£150.00
23.10.17	DD	Tesco Mobile	Clerk's mobile contract	£11.00
08.11.17	37	Locum Clerk	Salary - Nov	£310.56
08.11.17	38	HMRC	Tax	£16.40

1711/15 Minor Items

a.

- Cllr Wright noted that the Redbourne village sign on the Hibaldstow side of the village was damaged with a finial missing.

RESOLUTION: *Clerk to photograph the sign showing the damage and contact MD Signs for cost to repair.* **ACTION: Locum Clerk**

- Cllr Wright requested the updated Asset Register be circulated and then added to the website.

RESOLUTION: *Clerk to circulate an updated copy to all Councillors and once approved publish on the website.* **ACTION: Locum Clerk**

b. Matters of correspondence for information which arrived after the agenda was posted.

None received.

1711/16 Agenda Items for the next meeting –

- Maintenance of the tennis courts.

1711/17 The Council amended the meeting schedule so that the next meeting will be held on Tuesday 9th January 2018 at 7pm in St Andrews Church.

1711/18 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

Clerk Contract of Employment – The Council considered the Clerk Contract of Employment.

RESOLUTION: *Matters relating to the Clerk's pension was discussed at 1711/05. The request for holiday on 06/12/2017 was granted.*

Bank Account – The Council considered internet and telephone banking.

RESOLUTION: *The letter to HSBC was duly signed.*

ACTION: Locum Clerk

The meeting closed at 9.07pm.