

Redbourne Parish Council Minutes

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

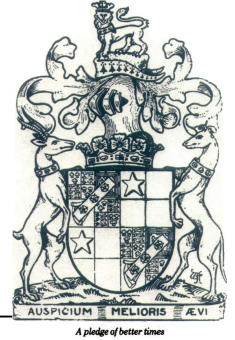
Minutes of the Redbourne Parish Council Meeting held at 7pm on Tuesday, 9th January 2018.
at St Andrews Church, Redbourne.

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

Also Present: Neil Taylor-Matson – Locum Clerk; 1 member of the public.

Public Comment

Cllr Lurie welcomed members of the public to the meeting and opened the meeting.



1801/01 Apologies for absence

Apologies for absence received from Ward Cllr Trevor Foster and Ward Cllr Neil Poole.

1801/02 Declaration of Interest / Dispensations

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

1801/03 Minutes of Previous meeting

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

1801/04 Parish Council Vacancies

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

Resolved – co-option of Penny Stevenson to the Council. Cllr Stevenson signed the declaration of office and joined the meeting.

1801/05 Clerk's Report

- a. Clerk to write to Cllr Poole re pot holes on Carr and School Lane and concerns about the drainage between the roundabout at Redbourne Hall and the Red Lion – Contacted 15/11/2017 but no response received. Cllr Wainwright had also contacted Cllr Poole about the roads and received no response. Both issues to be raised with NLC again.
- b. Clerk contacted NLC with regard to the drainage plans for the roundabout at the south end of the village – response re monitoring received 07/12/2017. To be raised again as the blockages are not surface based but potentially roots.
- c. Clerk to continue to chase up Community Heartbeat re BT Kiosk. Confirmation that repairs are approved with Community Heartbeat on 12/12/2017. Agenda item.
- d. Clerk to approach PCC to confirm any monies due to RPC – confirmed that there are monies due for two funerals and awaiting this from PCC. To be chased up with PCC.
- e. Asset register to be reviewed – consulted with all Councillors and amendments made as agreed, final amendments to be made and then circulated prior to publication.
- f. Training attended and completed – Clerk attended NLC Code of Conduct and Standards Training, SLCC Branch Meeting and ERNLLCA Conference. Clerk has completed iLCA qualification.

1801/06 Report from Ward Cllrs on NLC issues

No Ward Councillors were present and no report was received.

1801/07 Police Matters / NATs

Cllr Wright provided an update from the NATs meeting of 13/12/2017 and noted the next meeting is on 27/03/2018.

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1801/08 Play Area Health & Safety

The playground check sheets for November, December and the first week of January were provided by Cllr Lurie who requested that another member of the Council take over the checks. Cllr Stevenson volunteered to take over completion of the weekly checks.

RESOLUTION: Cllr Stevenson to take over completion of the weekly checks, Clerk to send Cllr Stevenson the required documentation.

ACTION: Cllr Stevenson / Locum Clerk

1801/09 Highways / Footpaths / NLC issues

The condition of Carr Lane and School Lane the roads within the village generally to be chased up with NLC, along with the drainage issues between the roundabout and the Red Lion. The works to the entrance to the playground on Vicarage Lane also to be chased up in terms of the proposed schedule.

ACTION: Locum Clerk

1801/10 Planning

- a. The following decision was received from NLC.

PA/2017/1600 – Listed building consent for addition of doors and internal electrical fittings at The Old Smithy, School Lane, Redbourne, DN21 4QN.

- b. It was noted that No Objections were submitted by the Clerk with delegated authority for **PA/2017/1800** – Planning permission to install a balcony, Walnut Cottage, Park Lane, Redbourne, DN21 4QL.

1801/11 Parish Projects/Delegate Reports

- a. The Council received an update with regard to the conservation of the fire engine.

It was noted that the information sheet about the restoration project is to be reprinted to include the Welton Aggregates logo.

RESOLUTION: To contact Ralph Day in order to reprint the information sheet.

ACTION: Cllr Lurie

- b. The Council considered actions required regarding the water bowser and trailer.

The water bowser and trailer are now stored with Martin Broadley who will also look at the work required to the trailer and advise the RPC accordingly.

RESOLUTION: To await an update from Martin Broadley.

ACTION Locum Clerk

- c. The Council considered the grounds maintenance contract for 2018/2019.

It was noted that of the three companies approached for quotations, NLC are still to provide their quotation.

RESOLUTION: Clerk to chase up quotation from NLC and circulate the three quotations prior to the March meeting. To combine the grass cutting SLAs for the churchyard, play ground and Falconers at the end of the current SLA period (March 2021).

ACTION: Locum Clerk

- d. The Council received an update regarding the repair of the BT Kiosk. Notification was received in December that repairs are approved by the Community Heartbeat insurers, however no schedule provided as yet,

RESOLUTION: Clerk to chase up schedule of works with Community Heartbeat.

ACTION: Locum Clerk

1801/12 Correspondence for Discussion/Decision

- a. The Council received the ERNLLCA newsletter for November 2017.

- b. The Council discussed the NLC Community Capital Grant for North Lincolnshire In Bloom and the concerns about the deadline of 16 February 2018 for expenditure and claim.

RESOLUTION: Clerk to clarify the deadline and explain that the required stock for the Redbourne project cannot be purchased in winter.

ACTION: Locum Clerk

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- c. The Council discussed the quotation from MD Signs for the replacement finial to the gateway sign.

RESOLUTION: *Members of the Council would prefer to install the finial themselves to save on costs, Clerk to make enquiries on delivery costs.*

ACTION: Locum Clerk

- d. The Council discussed the North Lincolnshire Community Safety Fund application to assist with the Tennis Courts Project.

RESOLUTION: *That quotations are sought in order to confirm feasibility of the works and enable completion of the application.*

ACTION: Cllr Carr / Locum Clerk

Correspondence for Information

- e. The Council noted the changes to the 161 bus service and had displayed the information on the noticeboard in November.
- f. The Council noted the entry into the Angle Community Development Services Competition.

1801/13 Parish Clerk

The Council noted that the probationary period was completed by the Locum Clerk and that they wished to move to employ Neil Taylor-Matson as Parish Clerk and RFO for Redbourne Parish Council.

RESOLUTION: *That Neil Taylor-Matson be employed as Parish Clerk and RFO and that the contract of employment is amended in line with this and that amendments agreed at the November meeting are also made at the same time.*

ACTION: Locum Clerk

1801/14 Accounts

- a. The Council approved the monthly accounts for payment.

RESOLUTION: *That the accounts be duly paid.*

ACTION: Locum Clerk

08.11.17	39	ERNLLCA	Training conference - Clerk	£51.00
08.11.17	40	Mr Pike	Plants	£35.95
08.11.17	40	L Wainwright	Plants	£6.00
08.11.17	41	J Brown	Plants	£35.22
13.11.17	DD	Npower	Church electricity	£0.41
22.11.17	DD	Tesco Mobile	Clerk's mobile contract	£11.00
22.12.17	DD	Tesco Mobile	Clerk's mobile contract	£11.00
09.01.18	42	Vision ICT	Biennial fee for gov.uk domain renewal	£66.00
09.01.18	43	Locum Clerk	Salary – Dec 17 & Jan 18	£461.62
09.01.18	44	HMRC	Tax – Dec 17 & Jan 18	£87.40

- b. The Council considered attendance of the Clerk at the SLCC Practitioners Conference at Kenilworth on Feb 22-23rd at a cost of £269.

RESOLUTION: *That the Council will pay 50% of the costs and the Clerk is to approach Kirton in Lindsey Town Council to consider payment the remaining 50% of the costs.*

ACTION: Locum Clerk

- c. The Council determined the budget and precept requirements for 2018/19.

RESOLUTION: *That NLC are notified of the requirements to retain the precept at £12,000 for 2018/19.*

ACTION: Locum Clerk

1801/15 Minor Items

a.

- i. Cllr Lurie noted that some green bikes still remain on display in the village from the Tour of Britain in the summer. Ralph Day has offered access to skips for disposal if the bikes can be collected.

RESOLUTION: *Cllr Carr and Cllr Wright will move the bikes to the skips.*

ACTION: Cllr Carr and Cllr Wright

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- ii. Cllr Muggleton and Cllr Wainwright raised concerns that the tree projects around the Green/Play area had not moved forward over some considerable time and asked that this be chased up.

RESOLUTION: Clerk to chase up these works with NLC.

ACTION: Locum Clerk

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

None received.

1801/16 Agenda Items for the next meeting –

- Maintenance of the tennis courts.

1801/17 The Council confirmed the date and time of the next meeting as being Tuesday 6th March, 2017 at 7pm in St Andrews Church.

The meeting closed at 8pm.