

Minutes of the Parish Council meeting held on 4<sup>th</sup> January 2018 in Upton & Kexby Village Hall

**Present;** Ron Gore (Chair) Clare Cuckson Lee Hoggarth  
Sue Farrow David Forest David Edwardson

01/18 **Apologies** had been received from Peter Bishop

Steve Gelder and Jon Cook from the Gelder Group had asked to be allowed to address the Parish Council regarding the rejection of their Westgate planning application. It was agreed that they should do this before the start of the formal business and notes of this discussion are attached at appendix A. Following the discussion it was agreed that the Parish Council would arrange another village meeting. **Action RG**

02/18 **Minutes of meeting held on 2<sup>nd</sup> November 2017** were agreed and signed as a true record

03/18 **Matters arising**

**A) Cottage hedge, tree and pigsty** - Work on the hedge and tree had been scheduled for December but, for various reasons, had been delayed. The clerk was confident that the work would be completed before the end of March and agreed to chase up as necessary. It was felt that a small amount of additional work may be necessary to prevent further smothering of the remaining hedge. DF pointed out that the land would need to dry out before any work was done on the tree.

**Action GP**

No progress had been made on the demolition of the pigsty, LH suggested that it might make a useful project for the building studies students at Gainsborough College and offered to investigate this. **Action LH**

**B) 'Phone box** - No further progress had been possible on this, the clerk offered to work on it but, since he was unfamiliar with the work already done, would need updating outside of the meeting. Someone at Ingham had been making enquiries about the phone box, CC agreed to find out who this was and pass on contact details to the clerk. **Action CC, GP**

**C) Westgate planning application** – covered by earlier discussion, see appendix A - re-submission of planning application

**D) Burial ground** - A copy of the most recent accounts (to March 2017) had been received and the clerk had met with the clerk to the burial ground committee to get a better understanding of the background. Since the accounts showed a healthy balance the Parish Council did not feel it appropriate to make a grant at this stage. However, they appreciated that income would fluctuate annually and agreed to give this consideration on an annual basis based on the previous years accounts. They also agreed to consider an application for financial assistance towards specific improvement work such as re-painting of the gates once estimates had been received for such work. The clerk would relay this information to the burial ground committee. **Action GP**

- E) **Clerk changeover** - Only outstanding issue PAYE, clerk to seek advice from LALC **Action GP**
- F) **Cottage landlord check** - Clerk to arrange visit by Chairman and himself **Action GP**
- G) **Glentworth Road drains** – scheduled to begin in January but no notice of road closure yet posted RC agreed to check that this work was still on schedule. **Action RG**
- H) **Precept** – confirmed at £2,000, forms signed and will be returned to WLDC before 19<sup>th</sup> January **Action GP**

04/18 **Financial report** – circulated to members, no overspend issues anticipated

05/18 **Bus shelter** – initial estimates came through quite quickly but insurance company required alternative quotes which were slow to come through. Clerk now had sufficient information to progress and was given go-ahead to do so. **Action GP**

06/18 **Vacancy** – Peter Bishop had resigned from the council creating a vacancy, WLDC had been informed and the clerk was awaiting advice from them regarding timescale and process for finding a replacement. **Action GP**

RG agreed to replace PB as signatory on cheques and would complete the forms and take them to the bank. **Action RG**

#### 07/18 **Correspondence**

**A) Defibrillator** – a request had been received from Willingham & District Relief in Sickness charity, (who had supported the installation), for an update. The council confirmed that they were happy with the defibrillator, it had been accessed once but didn't have to be used since which it had been checked and was still operational. A training session had been organised but was cancelled, it was agreed that a list of organisations regularly using the village hall and sports field should be compiled and representatives invited to a training session. **Action GP**

**B) CAB Funding request** – CC proposed a donation of £100 to support their excellent work, seconded by LH and unanimously agreed. **Action GP**

**C) New external auditors** – PKF Littlejohn LLP had been appointed as the new external auditors, they had arranged a webinar for 23<sup>rd</sup> January but no-one was available for this however a recording would be available following the webinar.

**D) Transparency fund** – Lincolnshire Association of Local Councils had arranged a drop in session 11:30 – 1:30 on 1<sup>st</sup> February at Dunholme Old School. CC, SF and GP agreed to attend. **Action CC, SF, GP**

**E) Grass Cutting** – Lincolnshire County Council had written to say that cutting of grass verges “is expected to be based on two safety cuts per year”.

**F) Community speed watch** – work was on-going to purchase a Speed Indicator Device in conjunction with Upton Parish Council. The metal post carrying the playing field sign was felt to be an appropriate place to site it on the Upton road, this would require a height extension to make it suitable. The clerk would investigate potential sites on Glentworth Road and contact Graeme Butler at Community Speed watch to discuss. **Action GP**

**G) Code of conduct** – it was agreed that the council would adopt the WLDC new Code of Conduct.

**08/18 Christmas lights** – in previous years the Parish Council had made a contribution to the Christmas lights, no request had so far been received this year but the clerk was authorised to fund a donation up to the level of previous years if such a request was received.

**09/18 Any Other Business**

**A) State of meeting room** – There was concern over the state of the room used for the meeting as it had been used for storage and was cluttered up. CC agreed to take this up with representatives of the village hall. **Action CC**

**B) Street lighting** – DE reported that there was a faulty light on Kexby Lane and was advised that he could report it direct without having to go through the Parish Council, SF offered to do it. **Action SF**

**C) Insurance** – There was a need to check that all major items were identified on the insurance policy, CC agreed to check with Liz Holman that the Upton/Kexby sign was covered by Upton's insurance. **Action CC**

**10/18 Date and time of next meeting** – Thursday 8<sup>th</sup> March at 7:30 in the village hall **Action GP**