

Minutes of the Parish Council meeting held on the 8th March 2018 in Upton & Kexby Village Hall

Present: Ron Gore (Chair) Lee Hoggarth Sue Farrow
David Forrest David Edwardson

11/18 **Apologies** were accepted from Clare Cuckson

12/18 **Minutes of the meeting held on 4th January** were agreed and signed as a true record, appendix A concerning re-submission of a planning application for development on Westgate was also agreed and signed.

13/18 **Matters arising**

a) Cottage - dry rot survey had been postponed due to heavy snow and was re-scheduled for 22nd March. Three quotes for building work had been sought, L.R Hutchinson Ltd and Pycroft Building Ltd had supplied written quotes, S. Woodcock had only provided a telephone quote. It was decided to just consider the written quotes. It was agreed that the whole of the shallow profile part of the roof to the rear of the property should be repaired but the clerk was asked to seek some clarification around the quotes before a final decision was made. It was agreed that the work was urgent and that the clarifications should be circulated so that a decision could be made before the next meeting.

Action GP

Work on the pigsty was deferred until the next meeting when a programme for the work to be carried out by some members of the Parish Council would be devised. Clerk to provide prices for 8' x 4' shed.

Action GP

Work on removing the ivy-smothered hedge would be carried out as specified in the quote and would be done during the first week of April. The clerk would confirm this with the contractor and check with him that it included a weak place in the hedge between the tree and the road.

Action GP

b) Phone box - it was agreed that this would remain where it was and would be re-painted in situ before the village meeting. Ron Gore agreed to arrange this.

Action RG

c) Westgate planning - no further information had been received. It was agreed that the draft plans for the re-submission would be made available at the village meeting and residents invited to discuss them.

d) Burial ground - there had been a committee meeting on the 6th March, there was a need to lay new plinths (foundations for headstones) and to refurbish the gates. The gates had been plastic coated which made the work more difficult (and costly) but quotes had not yet been received. It was anticipated that there would be sufficient money in the burial ground funds to cover both pieces of work. The council was reminded that, whilst the aim was for the burial ground to be self-financing, it remained the responsibility of the two parish councils. If there was a shortfall in the burial ground budget they would approach the parish councils for support and if a large surplus accrued in their accounts a proportion would go back to the parish councils. The clerk to the burial ground had resigned, effective from 31st March 2018. The position would be advertised.

e) Glentworth Road drains – still no sign of the work being done, RG would chase up.

Action RG

f) Christmas lights – a request for £20 towards these had been received and was approved. There would also be a request for support towards the churchyard maintenance once all accounts had been received.

14/18 **Financial report** – predicted year end balances were; current account £8,819, Business Reserve account £ 2,010. However the following expenses would be carried over and due for payment early in the new financial year;

	Nett	VAT	Gross
Cottage hedge	£1,575		£1,575
Cottage roof and door frame	£3,000	£600	£3,600
Speed Indicator Device (SID)	£2,725	£550	£3,275
Phone box painting	???		
	£7,300	£1,150	£8,450

There would be sufficient money in the current account to meet these immediate needs but, since it would require most of the money, it was not appropriate to move any to the Business Reserve account.

The VAT would be recoverable but not until the end of the 2018/19 financial year, £1,360 would be due from Upton for their share of the SID.

15/18 **Correspondence**

a) Training – membership of LALC training scheme was discussed and rejected (not cost-effective). Approval given for clerk to attend new clerk’s training day on 14th March.

b) Complaint to village hall committee – Carol Wells had been to see clerk, PC could use downstairs committee room which would be left open and set up. Room was open but not set up and still rather cold. Clerk had been invited to meet the village hall committee prior to their next meeting on 14th March.

c) LALC annual subscription – approved

Action GP

d) Funding request from Age UK - donation of £65 approved

Action GP

e) Auditors – new external auditor’s webinar presentation was now available on-line, clerk had viewed it – no significant changes. Clerk to go round and see Jo Snell to see if she would continue to act as internal auditor.

Action GP

f) Funding and networking event – thought not to be relevant.

g) Data Protection Officer – new legislation would require all parish councils to employ a DPO from May 2018, this could not be a parish councillor or their clerk. National Association of Local Councils was currently in discussions with government regarding logistics and cost-effectiveness of this. No further action by parish councils at a local level practical until results of these discussions were known.

16/18 **Co-option of new member** – the only person to have expressed an interest to date was Scott Dunderdale, he had now purchased a house in the village but was not yet on the electoral register and so not yet eligible to be a councillor. Since there had been no other expressions of interest the council agreed to hold the position in abeyance for the time being.

17/18 – **Insurance** – details of the two bus shelters, the SID and any seats needed to be itemised on the insurance at renewal. The clerk to check around the village to make sure there was nothing else of significant value.

Action GP

18/18 – **Transparency fund** – an application had been submitted for funding of a laptop, software, scanner, website training and set-up costs.

19/18 – **Speed Indicator Device (SID)** – joint meeting with Upton Parish Council had been held at which an agreement had been signed for joint ownership of the device. Kexby would purchase the device and reclaim the VAT, Upton would then repay Kexby 50% of the nett cost. Payment had already been made for a site visit to confirm the locations. A rota was to be drawn up for personnel to move the device, this would require at least two people to move it at least twice every other calendar month.

20/18 **Website** – it was agreed to proceed with the County Council offer of a free website, the clerk would pursue this and would inform Bubble Design that their services were no longer required. It was agreed that a presentation at the village meeting would be a good idea, Ron Gore had a projector which he agreed to use for this purpose.

Action GP, RG

21/18 **Neighbourhood Plans** – it was agreed that the development would be time consuming and potentially costly and would be of little value to the village so the idea was rejected.

22/18 **Clerk's remuneration** – the clerk had offered to give a proportion of his time for nothing, this was rejected and he was asked to submit his time in full.

23/18 – **Any other business**

a) Best Kept Village Competition – an invitation for applications had been received, the clerk declared an interest, being on the judging panel and steering group. It was decided that the competition was not appropriate for Kexby at this stage.

b) Incorrect contact details – Lee Hoggarth pointed out that her telephone number on the website was incorrect, the clerk would ensure that it was amended to 078400 35830.

24/18 - **Date and time of next meeting** – the next meeting would be the **AGM on Wednesday 23rd May** followed by the village meeting. The AGM would start at 7:00pm and the village meeting at 7:30pm. The plans which Gelders were proposing to re-submit for development on Westgate would be on show and open for discussion and there would be a demonstration of the new website.

Action GP RG

Dates of future meetings for the year were agreed and the clerk would pass these on to the village hall committee; 2018 - 19th July, 6th September, 1st November, 2019 – 10th January, 7th March.

Action GP

The meeting closed at 9:30pm