

Allington Parish Council

Minutes of Parish Council Meeting held in the Village Hall
Wednesday 11 July 2018

Present: Councillor Cant Councillor Reynolds
 Councillor Ashby Councillor Plummer
 Councillor Jackson Councillor Sharp
 Sharon Milne (clerk)

Also present:

1 villager

1. Opening remarks

1.1 In the absence of the Chairman, Vice Chairman Sharp chaired the meeting.

2. Apologies

2.1 There were apologies from Cllr Bosworth. He is away.

2.2 County Councillor Mark Whittington and District Councillors Bosworth and Westropp sent their apologies.

3. Declarations of Interest

3.1 There were no declarations of interest.

4. Minutes of the annual meeting held on 9 May 2018

4.1 The minutes were confirmed as a true record and signed by the Chairman of the meeting.

5. Correspondence received since the meeting held on 9 May 2018

5.1 The clerk reported on some of the correspondence received and sent.

- a) Rural Crime Survey
- b) Resident request for access to the Park Road/Park Ave to trim garden hedge
- c) Highway bulletins re: A52 overnight closures
- d) External Audit correspondence – PKF Littlejohn
- e) Best Kept Village Competition entry confirmation
- f) Information regarding reporting Highway faults
- g) Villager enquiry about ownership of a tree near their property
- h) VHM information regarding Land Registry of Village Hall and Trustee Status
- i) Complaint from resident regarding party equipment in Park Road/Park Ave open area
- j) Info re: Resilient Communities Conference
- k) Thank you letters from grant and donation recipients
- l) Letter from the clerk giving her intention to stand-down from the role

5.2 Regarding point (g), it was noted that the tree in question had already been removed. Cllr Cant requested that the Parish Council obtains a map, showing the trees within the village which is kept by the tree protection officer at SKDC. The clerk would try and obtain a copy

of this map. **(Action point: clerk)**

5.3 Regarding point (I), the clerk would provide a job advert and job description to begin the recruitment procedure. **(Action point: clerk)**

6 **Representations made to the Parish Council since the agenda has been set**

6.1 There were no representations made to the Council after the agenda had been set.

7. **Objectives for 2018**

7.1 Councillors were reminded of the objectives set for 2018.

- To continue with the objective to repair to the footpath along from South Lodge to the church continues. The matter is ongoing. LCC are aware that the path needs attention but it is a matter of finances presently.
- The pavilion has been a high priority with the Playing Field Advisory Group throughout 2017. This continues and is progressing well.
- The village plan should be reviewed and a new survey undertaken.

8 **Park Road / Park Avenue Open Area**

8.1 The Parish Council had received a complaint from a villager about the use of the open area between Park Road and Park Avenue. On 2 June, a bouncy castle had been erected and which caused a disturbance for those living close by. It was requested that if these type of events are arranged then neighbours who are directly affected should be informed beforehand. The person raising the complaint informed the clerk that she had spoken to the neighbour whose party it was and she had been told that permission had been granted by the Parish Council. The clerk confirmed that no permission had been granted by the Parish Council.

8.2 Cllr Cant reminded Councillors that issues of noise should be referred to the District Council by the complainant, as this is not a subject for a Parish Council.

8.3 It was suggested that there may be a need install new gates/barrier to the Park Road area as the old restrictions of posts and a chain are no longer effective. Cllr Bosworth had offered to investigate the price of gates. Although it was agreed that this open area needed security some Councillors had reservations about whether gates would be the best option. This subject would be discussed again at a future meeting. **(Action point: clerk)**

8.4 There was a discussion regarding passing a suitable bylaw to restrict various activities in this area. With a bylaw in place there would be ambiguity regarding its use. This would be discussed at the next meeting.

9 **Telephone Box**

9.1 The clerk reported on behalf of Cllr Bosworth. A number of villagers would like a traditional red telephone box back in the village. It had been suggested that the Parish Council collects contributions from parishioners who wish to contribute towards a replacement box by setting up standing orders in until enough money is collected.

9.2 Councillors agreed that if a red box is desired by the community it will become evident in the village plan. How funds could be collected can be discussed. It was noted that a sum has already been raised by a collection in the village store. This subject will be put on the agenda for the next Parish Council meeting. **(Action point: clerk)**

10 **Revision of the Village Plan**

- 10.1 There is nothing further to report since the last meeting regarding the revision of the village plan. There will be a public meeting later in the week. Details will be reported back at the next meeting. The clerk will include this agenda item for the September meeting. **(Action point: clerk)**

11 **Parish Clerk succession planning**

- 11.1 The Parish Clerk has written to the Chairman giving her intention to stand-down from the role of Parish Clerk. She said that circumstances have changed considerably since she took on the role 14 years ago and has concluded that she no longer has the time to commit to the position. The Parish Council formally accepted the letter.
- 11.2 It was agreed that the Council would advertised for a new clerk. The clerk will circulate a job description and suitable advert for the recruitment procedure. The clerk is prepared to continue with the role, in the short term, until such time as someone is recruited. It was agreed that the new year would be an ideal time to hand over the role.
- 11.3 The clerk reminded Councillors that equipment will be required for the new clerk; namely a laptop and printer. There is also a filing cabinet which contains paper records.

12. **Village Cross**

- 12.1 In Cllr Bosworth's reported through the clerk that he had requested from Historic England what action may be required to extend the Parish Council's permission to carry out the work on the cross and informed them that he had not had much success with funding the project. The matter will be raised at a future meeting when a response is received from Historic England. **(Action point: clerk)**

13 **Village Hall matters**

- 13.1 No-one was present representing the village hall. Since the last meeting correspondence had been received from the Chairman of the Village Hall's Management Committee regarding the legal services being received from solicitors. In a letter from the solicitor to the VHMC there was a comment that the Parish Council would be paying the fees – "which could fluctuate". Councillors were reminded that the financial commitment, agreed and minuted, was for around £700 legal fees plus the Land Registration fee.
- 13.2 The clerk has informed the VHMC Chairman that the Parish Council will honour this sum but it must be noted that the Village Hall will have to find the balance.
- 13.3 Regarding the ongoing situation with the constitution – the Parish Clerk has informed the VHMC Chairman that the Parish Council rejects Clause 13.4 of the proposed constitution. However, the Parish Council is still content to be a Custodian Trustee of the Village Hall but only if this clause is removed. It will not agree to being a Custodian Trustee if the Village Hall Management Committee insist that the clause is retained.

14 **Highway matters**

- 14.1 There are ongoing matters within the village. A sink hole has been discovered in Sedgebrook Road, near where Back Lane joins the lane. Highways have put barriers around it. Work is yet to be done.

14.2 Work on water pipes continue in Bottom Street and on the kerb in Gonerby Lane just beyond the beck.

13 Playing field matters:

13.1 Cllr Sharp reported back on a very successful and well attended 'On the Green' event. The feedback has been very good. Councillors congratulated and thanked everyone involved, an example of excellent teamwork! The fly-past by two Spitfires was a highlight of the weekend.

13.3 Cllr Bosworth sends his apologies for the lack of progression with the planning application for the new building at the field. He states that he has is in hand and will turn his attention to it very soon. He will update the Parish Council at the September meeting.

13.4 Cllr Sharp will meet with GYFC soon. It was agreed that there is no expectation for GYFC to contribute towards funding the cost of the new building, but it must realise that with improved facilities this will inevitably lead to an increase in hire fees for them.

13.5 A villager has been in touch saying that the bonfire site needs clearing, the area is an eyesore. Cllrs agreed that this needs to be cleared as a priority. **(Action point; PFLAG)**

14 Planning matters

14.1 Applications received and determined since the last Parish Council meeting on 9 May 2018:

- Application and approval – 5 Dalestorth Court – work on trees.

15 Financial matters

15.1 The clerk reported on the income and outgoings since the last meeting on 9 May 2018:

Income total - £2.06

Parish Council
• Bank interest - £2.06

Outgoings total - £4,044.26

Parish Council
• P E Hempstead – £400.50 (LG(MP)A 1976 s19)
• Grant to Village Hall - £2,000 (LGA 1972 s133)
• Grant to Village Store - £50 (LGA 1972 s137)
• Donation to PCC - £100 (LGA 1972 s137)
• Donation to Allington News - £100 (LGA 1972 s137)
• Donation to Air Ambulance - £50 (LGA 1972 s137)
• Donation to Twinning Assoc - £100 (LGA 1972 s137)
• Opus Energy - £24.72 (LG(MP)A 1976 s19)

- Came & Company Insurance - £811.94
(Occupiers Liability Acts 1957 & 84 s1 & 4)
- Village Hall rent - £60
(LGA 1972 Para 10(1)& 26(1))
- LALC subscription - £17.50
(LGA 1972)
- HMRC (PAYE) - £329.60
(LGA 1972 s 112)

Plus Clerk and Caretakers' salaries.
(LGA 1972 s 112)

15.2 Councillors unanimously approved the payments retrospectively.

15.3 The clerk reported that the Parish Council's financial accounts for the 2017/18 year had been submitted to the External Auditor.

16 Any other business for future meetings

16.1 The following would be on the agenda at the next Parish Council meeting:

- Village plan
- Social media policy
- Village Cross
- Telephone box

17 Date of next meeting

17.1 The next Parish Council meeting will be on Wednesday 12 September 2018 at 7.30pm.

Signed: ----- (Chairman). Date: -----