

East and West Barkwith Parish Council

Minutes of the meeting held at 8.00 pm. on 21st November, 2019, in the Village Hall.

Present: Mr. J. Stamp, Mrs. T. Brady, Mr. C. Fincham and Mr. S. Goodacre.

There were no members of the public in attendance.

1011. **Apologies for absence.**

Mr. A. Platt and Mr. D. Ward were unwell. Mr. N. Battell was away on business and Mr. C. Wilson was working.

The County Councillor was at another meeting.

Their apologies were accepted and approved by those present.

1012. **Minutes.**

Minutes of the meeting of 16th September, 2019 had been circulated prior to the meeting. They were approved by the meeting and signed by the chairman.

1013. **Matters arising.**

There were no items on this occasion.

1014. **Correspondence.**

General information and dates - as listed for circulation

Other items:-

East Lindsey have sent no up-dates to the Electoral Register this time but the annual full version will be due next month.

They have also begun a new series of e-mail communications, the "Town & Parish Newsletter". The recent issue has been forwarded to Councillors for reference and this will continue whenever there is something relevant to this community.

Lincolnshire County Council has sent a new e-mailed newsletter, entitled "Community Engagement". Again, the first issue has been forwarded and will continue when relevant.

Citizen's Advice have sent a request for financial support. It was agreed to maintain the usual rule of limiting such support to those organisations more relevant to this community.

Signed by the Chairman

East and West Barkwith Parish Council

Holly Dobson, from Playforce, has e-mailed information with links to government funding for Play areas. This has already been forwarded to Cllr. Wilson as, if appropriate, applications need to be submitted before the end of the year.

The Pension Regulator has sent preliminary advice on the need to complete a re-enrolment process for the Workplace Pensions system. The clerk will attend to this in due course.

Seafarer's UK have sent their thanks for the amount raised from the collection tins set out for the two weeks around Merchant Navy Day, together with a Certificate of Commemoration. They have agreed to the Crossroads Inn retaining a tin for further contributions.

1015. Planning

a) Applications - One application had been received between meetings.

S/205/01875/19 - The Old Rectory, Louth Road, West Barkwith - Listed building consent and Planning Permission for extensions and alterations to provide a conservatory. Councillors had viewed the plans individually and were content to support the application.

b) Decisions - There were no decisions to report.

c) Other matters -

Yet another letter had arrived from East Lindsey, in early October, which again asked for confirmation that the council wished to continue receiving planning consultations and whether it was happy to receive them electronically. The clerk had repeated the response to previous letters on the same subject, to the effect that the council did wish to continue receiving the documents but, until the issues of size and quality of reproduction of the planning drawings could be resolved, those documents should be sent as hard copy by post. The council reaffirmed its stand on this.

1016. Reports

a) Village Hall. The clerk reported that the research into the old council minutes held at the Lincolnshire Archives had shown consistent references to the land on which the village hall stands having been gifted to the council. A summary of the findings had been passed to Cllr. Wilson, in his capacity as chairman of the Management Committee, and he will be consulting with Samantha Smith at Community Lincs to discuss the next steps in making future management arrangements.

b) Neighbourhood Watch. There have been a number of reports of thefts from outbuildings and a 'drone' has been seen flying over some areas. Residents are warned to be vigilant.

East and West Barkwith Parish Council

c) Play Area. There had been limited responses to the questionnaire to residents as to what equipment might be installed and these are with Cllr. Wilson. The e-mail about the government funding has also been forwarded to him. Through his work at Horncastle, Cllr. Goodacre has a contact who may be able to assist with a grant source and application. He will get in touch with Cllr. Wilson on the matter.

d) Countryside Committee. The results of our entry into the Best Kept Village competition had arrived and copies were available for councillors to view. It was felt that most of the report was good but that the judges' comments about the potholes were unfair as that was a matter beyond the control of the council. Similarly, remarks were made about the equipment in the Play Area although the application form had referred to it as being under review. However, the marks for each section were good to very good and it was understood that the standards of the competitors had been very high this year.

The suggestion was made to consider installing self-watering planters along the roadside railings to give more colour.

It was agreed that the council would enter into the Parish Grass-cutting Agreement for next year.

The Lincolnshire flag, which is used on the flagpole near the Village Hall, is becoming badly frayed and will need replacing. It was agreed to look into the merits and costs of flags of differing weights and durability and it was suggested that the web-site for 'Life's a Breeze' might help.

e) Dog Watch Co-ordinator. Currently all is well and the paths are clean, in spite of an apparent increase in the numbers of dogs being walked in the area. Well done to the owners and please keep up the good work!

f) History Group. At the meeting yesterday evening, the group discussed the costings for photograph frames of A3 size, or larger, and for secure display trays for the coin finds. Approval is requested for release of funds to cover £100 for the purchase of the coin trays and a similar amount for the picture frames. The group currently has a balance of just over £800 in the council's account and the request was granted.

1017. Amenities.

a) War Memorial. The winter pansies have been planted in good time for the Remembrance Service. As reported at the last meeting, Steve Andrews has been too busy to clean the War Memorial for us. However, it has now been done, with thanks to Cllr. Stamp for his help and the use of his equipment.

Cllr. Brady wished to thank all those who had helped with the arrangements for the Remembrance Service and with the display in the Village Hall. There had been many favourable comments on the content and the layout. Particular thanks were due to Cllr. Wilson for his work in organising everything each year.

East and West Barkwith Parish Council

b) Web-site. There were no specific items to report this time. Cllr. Battell continues to work on the historical information while Cllr. Brady keeps the village pages up-to-date and the clerk deals with the council matters.

However, there have been more difficulties with the council computer and Tom Bollan has recommended up-grading the memory, at a cost of £25 to £30, to extend its life, and considering a replacement in about two years time. It was agreed to purchase the memory extension.

1018. Highways.

The contractor engaged by the County Council for the work on the Bus Shelters, has now been in contact again. He has submitted all the required documents and these are being checked by the relevant departments. Barring any further problems, he hopes to begin work here shortly, subject to suitable weather conditions for the paint etc. The clerk expects to be notified of the date so that all notices can be removed before the work starts.

The membership application for the Community Speed Watch Scheme has been accepted and all proposed locations have been approved for the passive notices. The six free notices have been received and will be passed to Cllr. Wilson for initial deployment. East Lindsey has a Code of Practice for attaching items to its lamp-posts and this, too, will be passed to Cllr. Wilson.

As regards the reactive sign, it was felt that those listed by the Community Speedwatch Scheme were rather expensive and suitable alternatives are being sought. It will be necessary to contact the Scheme when a sign has been chosen so that the poles selected for attaching the brackets can be fully inspected. The cost of this is included in the initial subscription to the Scheme.

Following the recent heavy rain, a resident reported flooding in his garden, extending almost as far as his door. It appears that this may be due to the fracture of a pipe, from a roadside drain, which occurred during the re-structuring of the electrical supply system and was not properly repaired. Cllr Battell has been in touch with Paul Burnett, the Western Power representative who oversaw the original project, and, although the company no longer uses the contractors of that time, Mr. Burnett is looking into the situation as a matter of urgency.

1019. Finance.

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| a) Receipts - Village Hall ground rent - now up to date | £00.75 |
| For Play Area - Hallowe'en Party | £32.00 |
| - Donation | £40.00 |
| The Remembrance Sunday Collection totalled | £55.20 |
| <i>(This was passed directly to the Royal British Legion representative.)</i> | |
| From the Gardeners' Group for printing | £6.00 |

East and West Barkwith Parish Council

b) Bills - The following items had been approved for payment on receipt of invoice -

| Payee - For | Cheque no. | Net | VAT | Total |
|--------------------------------------|------------|---------|--------|---------|
| Royal British Legion - for wreaths - | 000845 | £50.00 | - | £50.00 |
| Buildbase - Wood for Owl & Bat boxes | CARD | £441.02 | £88.20 | £529.22 |
| Lincs County Council - Speedwatch | 000846 | £40.00 | - | £40.00 |
| Mark Woodcock - for Grass-cutting | 000847 | £99.00 | - | £99.00 |
| GoDaddy - Web-site e-mail service | CARD | £95.88 | £19.18 | £115.06 |

Bills approved at this meeting -

Clerk's Salary & Tax, due in December £578 and £137 respectively

Also approved, in principle, for payment on receipt of invoice -

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|------------------------------|------|-------------------------|
| Memory up-grade for computer | CARD | to a Maximum of £30.00 |
| Coin Trays & Picture Frames | CARD | to a Maximum of £200.00 |

c) Audit - The Mid-Year Audit has been completed, and presented no issues. Notes had been circulated to councillors detailing the accounts for the first half of the year and the breakdown of the ring-fenced and general reserves. There were no questions or matters for concern at this time.

d) Bank Query - The addition of Cllr. Brady's name to the list of signatories has been confirmed by the bank, as has the removal of former Cllr. Robinson. However, the process had brought the request for an up-date on the details for Cllrs, Stamp and Ward and this has been completed.

e) Precept - The clerk will be preparing the main financial information and recommendations for circulation in early January so that members have time to review the figures before setting the Precept at the January meeting (16th). To manage these timings, any major expectations must be notified to the clerk as soon as possible - that is before Christmas. It was agreed that the cost of the reactive speed sign should be considered, although it may be off-set, in part, by the District Councillor's funding.

Signed by the Chairman

East and West Barkwith Parish Council

f) Clerk's Salary Review - The last review was in November, 2015, with effect from April, 2016. The clerk had circulated a summary of the current situation, in terms of hours now required to cover the increased workload since the last review, and the NJC suggested salary scales, and was then absent from the room while the councillors discussed the matter.

After considerable discussion, it was agreed that the hourly rate should be increased to £12 and the time allowance to 7 hours per week, to take effect from 1st April, 2020.

It was also suggested that the situation should be reviewed every year at the same time.

1020. Any Other Business.

Cllr. Brady reminded councillors of the number of times the current two mowers had required attention over the last year and reported that Cllr. Wilson was looking into the replacement options and costs for next year. This matter will be placed on the Agenda for the next meeting.

The subject of the reactive speed sign would also be tabled for the next meeting.

There being no other business, the meeting closed at 9.45pm.