

East and West Barkwith Parish Council

Minutes of the meeting held at 8.00 pm. on 15th November, 2018, in the Village Hall.

Present: Mr. A. Platt, Mr. C. Wilson, Mr. J. Stamp, Mr. N. Battell, Mrs. T. Brady, Mr. C. Fincham and Mr. S. Goodacre.

The District and County Councillors were both absent on this occasion.

There were no members of the public in attendance.

954. Apologies for absence.

Apologies were received from Cllr. D. Ward, who had a family commitment, and Cllr. K. Breckons, who had a business appointment. These were accepted and approved by those present.

The District Councillor has sent word the he is still recovering from health issues and would, therefore, not be standing for re-election next May and is unlikely to attend these meetings.

955. Minutes.

Draft copies of the Minutes of the meeting of 20th September, 2018 had been circulated prior to the meeting. They were approved by the meeting and signed by the chairman.

956. Matters arising.

There were no items on this occasion.

957. Correspondence.

General information and dates - as listed for circulation

Other items -

East Lindsey has sent notes on the Review of Polling Districts and Places. There are no changes proposed for this area.

BHIB sent advice on risk factors for Firework events and a notice of a new round of applications for the Aviva Community Fund. Both were referred to Cllr. Wilson.

Signed by the Chairman

East and West Barkwith Parish Council

Lincolnshire County Council has sent information on the grass-cutting arrangements for 2019. The new rate has not yet been decided but it will not be less than this year's (£573.10). It was agreed to sign up as soon as the forms are available.

They have also sent information on the Winter Self Help measures and the routines for filling grit bins and replenishing Parish salt supplies. This was passed to Cllr. Wilson.

958. Planning

a) Applications - Two applications had been viewed between meetings:-

S/044/01944/18 - The Grange, East Barkwith - Change of use, conversion and extension to former barn to provide 2 holiday cottages and plant room. This was approved.

S/044/01192/18 - Land to the west of Louth Road, East Barkwith - Amended design and position of proposed dwelling shown on earlier application.

This was approved with the recommendation that the dwelling should be sited approximately 2 metres further in from the highway boundary and the height of any fence or hedge limited in order to achieve good visibility and safety when exiting the property.

A further combined application was viewed at the meeting:-

S/044/02202/18 with S/044/02201/18 - Former Warren Farm, Benniworth Road, Panton - This was a dual application for a) Change of Use and b) Listed Building Consent to allow the conversion, restoration and alterations to a disused Listed Barn complex in order to provide a residential dwelling and 3 holiday cottages.

It was agreed to approve both proposals with the comments that:-

‘The change of use will bring a disused building back to a useful life and prevent a slow deterioration, potentially to the point of collapse.’

‘The listed building status has been taken into full consideration when planning the overall project and in drawing up the detailed plans to restore and re-purpose the structure in a way which gives it renewed life while retaining the original character and features.’

b) Decisions - There were two decisions to report.

S/044/01944/18 - The Grange, East Barkwith - Change of use, conversion and extension to former barn to provide 2 holiday cottages and plant room. Granted.

S/202/00863/18 - Star Garage, West Barkwith - This has now gone to Appeal and a letter of further support has been sent in accordance with councillors' e-mailed instructions.

East and West Barkwith Parish Council

c) Village projects - Cllr. Wilson is still working on the revisions to both the cycle survey and the Parish Emergency Plan and will report progress at the next meeting.

959a. Terms of Reference

The clerk presented the individualised copies of the Terms of Reference for each of the council committees which generate the following reports. It was noted that the Web-site committee now includes the clerk, who will be responsible for the sections relating to council documents.

The documents were approved and signed by the chairman. The originals will be retained as part of the council's file on standard procedures and copies issued to the committee chairmen for their reference.

959b. Reports

a) Village Hall. The Management Committee AGM was held in early October and was followed by a meeting of the new committee.

Cllr. Wilson expressed his disappointment that there was no public interest in the AGM and no new volunteers to join the committee. The result was a dependence on too few people to deal with the regular fund-raising events or to develop any new ideas. This produces a consequent limitation on the income raised at a time when there are fewer groups making regular bookings.

The charitable status of the hall may also discourage new committee members as they are required to register as Trustees and give more personal details than would be requested under other circumstances. Moreover, in the unlikely, but still possible, event of there being a demand on the hall's finances which cannot be met from its resources, the Trustees may be called upon to make up the shortfall from their own pockets - a situation which is far less acceptable in the current financial climate than when the Trust was first established.

The Management Committee is now considering whether it would be wise to discontinue operating in the present format. In its capacity as Residual Trustee, the Council could take back the responsibility for the management of the hall through a Council committee, and withdraw from the charitable status which, due to government changes, no longer confers any appreciable benefit.

Cllr. Wilson is looking into the process for achieving the transfer and it was agreed to discuss the matter further when full details are available. Any financial implications for the Precept would not apply until after 2019/20.

On other matters, the insulation is helping to retain the heat in the hall, but the available elements for the existing heaters in the main hall are of a lower rating than the originals and one heater has failed completely. At least one replacement heater will be required in the small room depending on the space available after the proposed adjustment between it and the kitchen. Cllr. Wilson is investigating the options and obtaining estimates for their supply and installation, as well as the installation of a concealed power supply for the Christmas Tree lights. Cllr. Goodacre reported on the prices of low-voltage LED lights, as used in Horncastle but these were expensive and it was agreed to look elsewhere.

East and West Barkwith Parish Council

b) Neighbourhood Watch. There was no formal report on this occasion but councillors had heard reports of a white van being seen at locations of 5 local break-ins and one at a farm in Panton. Some of the perpetrators have been posing as council workers.

c) Play Area. Cllr. Wilson wished to thank Eric Brady for his help, a short while ago, in setting the new fence posts for adjusting the boundary. He is proposing to circulate a new survey to gain residents' view on up-dating the plans for the redevelopment and new equipment. He will also ask for more volunteers to join the rota for the regular inspections.

Thanks are due to all those who helped with organising and who came to support recent fund-raising events. The children's Hallowe'en Party was attended by 15 to 20 children, and the Bonfire Night attracted many more, both adults and younger people. Particular thanks are due to Mark Stephenson, for the use of the field; Eric and Tricia Brady, for helping with the preparations and for serving the refreshments; and Dan and Tina Platts, for setting off the fireworks.

d) Countryside Committee. Thanks are due to Jonathan Stamp, for assistance with the hedge-cutting; and to Eric Brady and Colin Poxson, for their continued work on the verge-cutting. The tractor will need to go in for some maintenance work over the winter and the smaller mower will also need servicing before the new season.

e) Dog Watch Co-ordinator. There have been no issues of fouling but the dog-waste bin on Panton Road is still the temporary open one with no cover. Cllr. Brady will contact the District Council again to press for action. It would also be helpful to have the Willingham Road bin moved slightly to improve access to the field for agricultural vehicles.

f) History Group. Thanks are due to everyone one who helped to make Sunday's Remembrance Service and the evening gathering such memorable events to mark 100 years since the Armistice. There were too many names to announce individually but they are all included in the 'report sheet' which will be placed on the notice board. Over 100 people attended for the Church and War Memorial Service followed by refreshments in the Village Hall. Fewer returned for the evening but there was a lot of positive feedback for the whole day.

Special thanks are due to Mr. and Mrs. C. Fincham for the 'Soldier' they made to mark Panton's contribution to the commemoration.

The Chairman added his thanks to Cllr. Wilson for leading the organisation and preparation for all the day's events. A 'Certificate of Participation' has been received for the establishing the links with the National events of the day.

g) Churchyard. Some headstones will need re-setting in the near future. A full report on the Maintenance Plan should be ready for the next meeting.

East and West Barkwith Parish Council

960. Amenities.

a) War Memorial. The rough weather had prevented the cleaning of the Memorial prior to the Remembrance Sunday events as had been hoped. However, it will be done when conditions allow. Temporary lighting had been installed for the event and there had been many compliments on the appearance. The question had been raised as to the possibility of installing a permanent system. It was agreed to research the costs and discuss the matter further at the next meeting.

Unfortunately, it had not been possible to bring the temporary beacon to the village hall for the evening events. However, an offer has been made to construct a permanent one, probably in the car park, if a suitable spot can be found and an appropriate burning system established. It was agreed to look further into the options for the next meeting.

The clerk reported that the total costings for the Remembrance Sunday events were subject to one or two small additions but would remain well under the original allowance of £500. A total of £52.21 had been collected for the Royal British Legion and had been placed directly into the boxes of the local Poppy Collector.

b) Web-site. The clerk made the following report on recent developments:-

‘In the absence of any further communications from Mike Burton, and with the arrival of another e-mail from GoDaddy with an urgent payment request, the clerk had used Tom Bollan’s details (with his permission) to telephone the web-site provider on 7th November, query the request and explain the situation here. It was established that the urgent payment request related to Tom’s account, not that for the village web-site. However, there was still the fee for renewal of the domain name which had to be paid by 22.11.18 to keep the site running. In view of the current access difficulties, a card payment could be processed now, over the telephone, to overcome the problem. To ensure continuation of the site, this offer was accepted and payment was made using the council’s bank card.

‘It seems that this action provided a form of confirmation of the council’s legitimate ‘ownership’ of the site with rights of access and control which then meant the GoDaddy agent was able to send an e-mail link which gave immediate access for changing the password. The clerk was able to follow this process with the result that the council now has full control and only those knowing the new password will be able to access the site. Mike has not been given this password and the clerk has been able to remove all his details from the record. He has since been in touch and has confirmed that he is satisfied that the site is now firmly under the control of the council and that he has no further responsibilities towards it.

‘Tom Bollan is aware of these developments and is preparing for any further work on the site itself and on any training needs for the rest of the web-site team.’

The Chairman thanked the clerk for taking the initiative on this matter and it was agreed that, although no prior consent had been sought for the use of the card, the circumstances were unusual and the situation was urgent, therefore the clerk’s action should be given retrospective approval.

It was also agreed that the final payment due to Mike Burton should now be released.

East and West Barkwith Parish Council

961. Highways.

Bus Shelters - Thanks are due to Pam and Alan Flint for the donation of wood stain and preservative for use on the Panton Shelter.

A representative from the County Council has been in touch to report that work is being scheduled to replace the obscured polycarbonate panels on the East Barkwith Shelters, to repair the roof and woodwork as necessary and to apply a protective coating.

Grit Bins - There has been no further communication from the Winter Maintenance Team about the Willingham Road bin and it has not been possible to track down the exact details from the old Minutes. It was agreed that the clerk would write again, using the information given by Cllr. Wilson at the last meeting, to press for a replacement bin.

962. Finance.

a) Receipts - The grass-cutting money has been received in the sum of £573.10.

There have been two contributions to the Play Area funds from recent events:-

Children's Hallowe'en Party - £20.00

Bonfire Night Event - £125.41

giving a total of £145.41 to be paid into the bank shortly.

The collection bowls at the Remembrance Sunday events brought a total of £52.21 which was placed directly into the tins of the local Poppy Representative, Mrs. Shirley Booth.

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

Payee - For	Cheque no.	Net	VAT	Total
Royal British Legion - Wreaths	000797	£50.00	-	£50.00
Viking - Inks and paper for big printer	000798	£155.29	£56.24	£211.53
Scout Shop - Flag Carriers	CARD	£73.33	£14.67	£88.00
Charles Farris - Candles	CARD	£27.51	£5.50	£33.01
JTF - Fireworks	CARD	£152.32	£30.57	£182.79
GoDaddy - Web-site Domain Renewal*	CARD	£39.30	£7.86	£47.16

*The councillors unanimously agreed retrospective approval of this payment, which was a matter of urgency in order to retain the web-site.

East and West Barkwith Parish Council

Bills approved at this meeting -

Michael Burton - Repayment of Host Fees	000799	£191.76	£38.35	£230.11
Mark Woodcock - Grass-cutting	000800	£99.00	-	£99.00
Viking - Filing pockets and paper for office	000801	£39.08	£7.82	£46.90
Barkwith Hall - Remembrance Sunday evening	000802	£40.00	-	£40.00

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

Any remaining bills for grass-cutting work
Further bills for Village Hall work as listed in the grant
Clerk's Salary and Tax payments due in December

c) Mid-year Audit - The accounts and records have been subjected to scrutiny by the internal auditor. There are no issues to report on these, nor with the revised layout proposed for next year, as discussed at the last meeting.

d) Precept - East Lindsey has sent notification that the Precept figure needs to be submitted by Monday, 21st January, 2019, which means the decision for this parish needs to be made at the meeting on Thursday, 17th January.

Many of the budget items for 2019/20 can be calculated from this year's figures but some may be more variable and there may be additional factors to be considered. Information on these needs to be forecast by the relevant committee and forwarded to the clerk by the third week of December. This will allow time for the briefing documents to be prepared and issued several days before the meeting for consideration by councillors prior to the main discussion and final decision. The clerk will be in touch with each committee in early December to clarify this.

963. Any Other Business.

Cllr. Fincham reported repeated, unsuccessful attempts to get repairs done on serious potholes in Panton. It was agreed that he would furnish the clerk with full details so that a formal request could be sent to Highways to press for urgent attention.

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

Page 928

Signed by the Chairman