

The draft minutes of the meeting of the Parish Council held on Wednesday 30th March 2016 at the village hall which was open on time and warm.

Present were Councillors M Fisher chairman, J Scutt, F Beaney and J Burnham, and the clerk A Hodgson. There were no members of the public present.

Cllr Fisher formally opened the Council meeting at 7.30pm and instated Standing Orders
PC Ian Clark was on training and annual leave.

39.16. Chairman's remarks

Cllr Fisher welcomed the members and referred to the welcome 40 mile an hour speed restriction signs which were now erected and operational on Station Road.

40.16. Apologies and reasons for absence

The long term illness of Cllr T Burnham prevents her attendance. Reason agreed 26/10/15.

41.16. Applications for co-option

No applications had been received.

42.16. Localism Act 2011 to receive Declarations of Interest/ applications for dispensation

There were no Declarations of Interest and no Dispensations were applied for.

43.16. Draft minutes of the meeting held on 22nd February 2016 to be approved as minutes.

The draft minutes having been circulated by email were taken as read. It was resolved by three votes in favour and one abstention, due to Cllr Beaney leaving the meeting early that they be signed as a correct record of the minutes of the meeting.

44.16. Clerk's report on matters outstanding

- a) J Scutt had made further investigations regarding hedge plashing and reported a verbal quote of approximately £1,600 for the Allotment Field hedge and had application forms for a possible grant. Nothing could be done until the Football Management Committee had made a decision on the future of the Club when the parish would need to consider the use of the land. The rent had been paid and the grass cut.
- b) Footway Lighting, ELDC was now proposing to retain ownership of the footway lighting and overseeing its management and maintenance on a full cost recovery basis. Parish Councils wishing to continue with footway lighting would be invoiced for the costs incurred by the District Council with the charge to begin in November 2016, first invoice for actual costs in November 2017. Total estimated annual cost for Donington on Bain is £1,294.48.
The clerk reported the information was included in Parish Council News April 2016 with a reply slip, yes or no to payment to allow electors to inform the council of their preference. The issue would be on the agenda at the Annual Parish Meeting and for the Annual Council Meeting on Monday 23rd May to confirm if the Parish would opt in or out of the scheme.
- c) East Lindsey had provided written confirmation that it had agreed to recharge the cost of Parish elections held after 1st April 2016.
- d) Shared computer/printer. The clerk reported that Asterby and Goulcey PC had expressed concern about the £25 listed on the parish Asset Register, a contribution made by each council towards the £50 required when the clerk made a successful application, via LALC for IT equipment available from the government in 2008. This had been shared amicably between the two councils but the clerk had now resigned from Goulceby PC. Before she left in January 2016 she had made a successful application for Goulceby PC via LALC for government funding available to update IT equipment, at no cost to enable small parishes to comply with the Transparency Regulations including setting up a website. This was now available although the new clerk had indicated that she did not want it.
The clerk was instructed to inform Goulceby PC that the outdated equipment is of no value and while it is still in use at Donington on Bain it will be written off the Asset Register with 'IT equipment updated with Government funding' once the new equipment is operational.

45.16. Correspondence received

228

1. Queen Elizabeth 2nd Medals available at a cost of £1.99 plus £7.50 carriage (minimum order 50 units or extra Administration charge of £10. Agreed to be considered at Parish Meeting.
2. ELDC agenda for Area Forums
3. ELDC Register of Electors update.
4. Lincoln Archives, thanking for deposit of Council records- Declaration form for completion.
5. ELDC reminder of Code of Conduct Training
6. ELDC Non Domestic Rates Demand for £70.18- Small Business Rates Relief £70.18.
7. HM Revenue and Customs- paying your PAYE electronically.
8. Reply from Revd Charles Patrick, Horncastle Office suggesting the Funeral Director was at fault, not Diocesan office staff who, instead of advising that application should be made to the Parish as it was local authority cemetery had sent an invoice for payment to the Diocese. Other items of information had been forwarded by email or were put in circulation.

46.16 Highways and Public Rights of Way

- a) Environmental Services- notice that from April 2016 the County Council will cease provision of grant funding for the Parish Paths Partnership. Financial pressures have meant difficult decisions have had to be made and the Countryside Service has not been immune. Thanks were extended to councils and fellow parishioners for their valuable support and officers will do their best to maintain the County's Rights of Way network with the resources available.
- b) The clerk had informed the officer of the P3 overpayment and while the parish had paid the contractor for 3 cuts it was an error and they had asked for the £145 to be refunded.

47.16. Planning

- a) N/042/00472/16: Ms T Pearce for erection of a house and detached double garage with store at Lilac Farm, Chapel Lane.
This was considered at the meeting and it was resolved to make no observations
- b) N/042/02135/15 and N/042/00043/16. It was noted that planning permission/ listed building consent had been granted for 1 additional dish and alterations at the Belmont Mast.

GOVERNANCE

48.16. Risk Assessment aims 17, 18 and 19.

Clerk informed council that the 2016 Annual Return placed more emphasis on Governance and aim 17 ensures conditions are adhered to so that insurance remains valid. This includes inspection of the recreational facilities as a responsibility of the council, not two members. A permanent solution is needed urgently as there had been no response to the advert for a part time handyperson and none from volunteers. The clerk suggested that from next season the council could consider combining it with the contract for amenity grass cutting although it would have to continue biweekly during the winter months. The council agreed that the current contractor could be approached and if he was interested could start this season but he has yet to provide a copy of his public liability insurance for the council file, due from March 21st and no work can be undertaken. To be reminded again. All risks needed to be identified and there must be a written record on the council file.

49.16. Allotment Field –Small Holding and Allotments Act 1908

- a) The chairman did not provide a report but had met Mr Tucker on site when he explained what was included in the quote for £2,230.00..
- b) This was agreed and the clerk was instructed to write and ask Goodwin and Tucker to undertake the work as discussed when conditions are suitable and inform the clerk.
- c) The tenancy of Paddock 1 was due to end on 30th May 2016 and the council considered the way forward. All stock to be removed on 31st May for one day and it was agreed that the current tenant would be invited to quote for a further 2 year tenancy to start from 1st June. Clerk to advertise if the tenancy is to end.

50.16. Recreation Area/ and MUGA

- a). The quote from Wicksteed for £1,803 exclusive of VAT was considered but appeared to be a temporary repair. The quote for an alternative process had not been received.
- b) Cllr Burnham had found equipment suitable for the young teens.

228

Due to the cost of the repairs to the tiles it was agreed to accept Playdales offer of a 229 site visit. This would perhaps help with an application for grant aid as they are a hazard.

51.16. Cemetery

The pest officer used traps which were below ground. Cllr Fisher said he had observed from the entrance gate and could not see any moles hills as all had now been flattened. Cllr Beaney said he was setting traps in the Cemetery to keep the moles under control and the council agreed that this was adequate. Clerk to check insurance cover for volunteer.

52.16. Amenity Grass cutting

Clerk reported on the difficulty in contacting the contractor who used different email addresses. She left a message on his mobile- if he did not send the invoices for payment by 30th March they would not be paid. He then rang and was reminded of his out of date insurance and informed there were no parish paths to cut this year as County Council funding had ended.

53.16. Churchyard Wall

The Diocesan volunteer had asked for the date of the next meeting. Deferred again.

54.16. Parish Council Website

Application had been sent but LALC had advised that it was closed for this year and would inform when available. Clerk would obtain the lap top and printer when next in Boston.

55.16. Defibrillator-update on application

The £500 had been received from Cllr Marfleet. It had been found that the EMAS model is in a locked cabinet, the code supplied on dialling 999. Agreed clerk to confirm application.

56.16. Annual Parish Meeting

This is to be held on 25th April as Cllr Leyland has an Area Forum on the 18th April. Questions are needed to be forwarded to him- public informed in Council News Report. Arrangements made for serving refreshments.

57.16. Parish Council News

Copies of Issue 17, April 2016 were available- councillors volunteered to deliver set routes. A reply slip for electors' views on lights was included- clerk to contact shops for support.

58.16. Financial Matters

a) Income received: Lloyds Bank int. February	0.52
Football Club Rent	50.00
Big Society grant	500.00
c) Bills for payment:	
It was resolved to pay the invoices presented:	
000813 BW Maintenance Hedge trimming	426.00
000814 BW Maintenance Dyke strimming	144.00
000815 LCC P3 refund of overpayment	145.00
000816 LALC Attendance at training lunch	7.50
000817 A Hodgson reimburse for printer toner	62.99
000818 A Hodgson salary Jan1st to 31 st March	213.98
000819 Mrs B Solly Interim Internal Audit	30.00
000820 LALC Cheque signed to forward in April for Training Scheme.	

59.16. Date of next meeting

It was confirmed that **the** Annual Meeting would be held on Monday 23rd May 2016. The meeting closed at 9.30pm.

