

**Donington on Bain Parish Council**  
Notes of the Meeting of Monday 27 January 2020  
The meeting was opened at 7.30pm.

Present: Cllr. M. Fisher, Cllr. J. Burnham, Cllr. K. White, Cllr. N. Bodian, Cllr. F. Beaney (in part), Cllr B Gill-Stafford  
In Attendance: Mrs V Davies, Clerk.

**1.20 OPEN MEETING**

There were no members of the public present so the meeting was not opened for public participation.

**2.20 APOLOGIES WITH REASONS FOR ABSENCE AND ACCEPT APOLOGIES WHERE VALID REASONS, GIVEN TO THE PARISH CLERK PRIOR TO THE MEETING.**

Apologies were received from Cllr Wright and LCC Cllr Andrews.

**3.20 TO RECEIVE DECLARATIONS OF INTEREST UNDER THE LOCALISM ACT 2011 – BEING ANY PECUNIARY INTEREST IN AGENDA ITEMS NOT PREVIOUSLY RECORDED ON MEMBERS’ REGISTER OF INTERESTS AND ANY WRITTEN REQUESTS FOR DISPENSATION.**

None were received at this time.

**4.20 TO APPROVE AS A CORRECT RECORD, THE NOTES OF THE MEETING OF THE COUNCIL HELD ON 4 DECEMBER 2019 AND TO AUTHORISE THE CHAIRMAN TO SIGN THE OFFICIAL MINUTES.**

It was proposed (Cllr Fisher) seconded (Cllr White), and resolved that the notes of the meeting held on the 4 December 2019 be approved as a correct record and signed by the Chairman.

**5.20 CHAIRMAN’S AND COUNCILLORS UPDATE.**

The clerk would put an entry in the Church newsletter to the effect that the use of the MUGA was free of Charge. Access would still be via a key from Jenny in the shop. Action: Clerk.

**6.19 CLERKS REPORT.**

The clerk had written several letters to HMRC to amend the contact name and address on HMRC correspondence and this had now been resolved.

The clerk had booked the two new councillors onto new councillor training.

**7.20 CORRESPONDENCE**

All correspondence had been circulated prior to the meeting, with information from LALC.

The clerk had contact ELDC regarding issues with the glass recycling. Broken glass around the glass bin. When residents lift up the lid and tip the box in there is always glass which falls out. Residents were regularly having to clear up broken glass. The clerk was requested to contact ELDC regarding the possibility of changing the glass bin to a system without a lift up lid, whereby residents have to feed in the glass bottles.

## **8.20 BUDGET – TO AGREE BUDGET FOR 2020-2021**

Discussions took place regarding the setting of the various items of expected expenditure.

Cllr Bodian had analysed the sums insured against the asset register and contacted the insurers. A small few adjustments had been made. However, it was not considered that there would be no changes to the premium.

The clerk was requested to arrange a safety inspection. **Action: Clerk.**

The clerk was requested to contact the village Hall committee to confirm if the correct rate is being charged for village hall hire. **Action: Clerk.**

It was noted that the Clerk had followed the procedures for awarding contracts detailed in the Financial Regulations and had attempted to obtain 3 grass cutting quotations by contacting 2 alternative contractors. One other contractor had been to look at the work but had not submitted a quote. Mr Bellamy had submitted a quotation for grass cutting (£320 x 6 months. = £1920). Cllr Bodian proposed Cllr Bodian seconded approval of the quotation. It was proposed (Cllr Bodian) seconded (Cllr Fisher) and unanimously agreed to approve the quotation to cut the hedges of £405 plus VAT.

Cllr Bodian would contact Mr Bellamy to request a quotation to clear the Dyke. **Action: Cllr Bodian.**

The clerk was requested to contact Platform Housing Association to notify them that the bench in the Neve gardens is broken. Action Clerk.

Cllr Bodian proposed Cllr Burnham seconded and Cllrs unanimously agreed that the precept would be set at £10,000. Action: Clerk to complete the Precept form and email to East Lindsey District Council.

## **9.20. FINANCE - TO AUTHORISE THE SIGNING OF ORDERS FOR PAYMENT AND TO NOTE INCOME FOR DECEMBER 2019.**

The balances of the accounts were reported.

The balances on the accounts are as follows (24 January 2020): -

Bus Bank Instant: £8025.43

Treasurers Account: £2887.35

Cheque No	Payee	Description	
945	P Cutts	Tennis Refund	£15.00
946	J Kirk	Tennis Refund	£15.00
947	A Coggan	Tennis Refund	£20.00
948	S Olivant	Tennis Refund	£20.00
949	H Girdley	Tennis Refund	£15.00
950	DOB Hall Village	Defib Rental	£10.00
977	Hall	Room Hire	£200.00
978	V Davies	Clerk Salary	£497.76
980	V Davies	Clerk Expenses	£49.93

Cllr Fisher, proposed, Cllr White seconded approval of the cheques. The invoices were scrutinised by Cllr Fisher. The cheques were signed by Cllr Fisher, Cllr Bodian and Cllr White.

Cllrs agreed to purchase the LALC training Scheme. The invoice would be presented for payment at the next meeting.

#### **10.20. TO DISCUSS PLANNING APPLICATIONS AND DECISIONS.**

There were no planning applications.

#### **11.20 RECREATION AREA & MUGA. – TO INCLUDE UPDATE FROM CLLR. BODIAN.**

Cllr Bodian and Cllr White would progress the lottery application.

#### **12.20 ALLOTMENTS.**

The clerk would chase up outstanding payments. Action: Clerk.

#### **13.20 CEMETERY & CLOSED CHURCH YARD – INCLUDING UPDATE FROM CLLR BODIAN**

- Repair of Footpath adjacent to glass recycling bin. There would be no action.
- Request for refurbishment of memorials (Elizabeth and Tom Bemrose – Plots 370, 371. John and Lizzie Hewson – Plots 410 and 411). Refurbishment was still taking place.

- Cemetery Training Course. – Tuesday 24 March. Cllr White and the Clerk would attend. Action: Clerk to book Cllr White onto the course.

#### **14.20 DISCUSS RESIDENT'S COMPLAINT ABOUT CONDITION OF WELSDALE ROAD AND POSSIBLE QUESTION TO HIGHWAYS.**

The Clerk was requested to chase up highways regarding Welsdale Road. Action: Clerk.

#### **15.20. DISCUSS REPLACEMENT NOTICE BOARD NEXT TO BUS SHELTER.**

A quotation for £398 plus VAT had been received. This did not include the cost of the posts or lettering on the Noticeboard. Cllr Bodian proposed, Cllr White seconded approval of the quotation. Cllr Bodian would progress the noticeboard.

#### **16.20. RISK ASSESSMENT PROCESS**

This item was deferred to the next meeting due to time constraints.

#### **17.20 STANDING ORDER PROCEDURE.**

This item was deferred to the next meeting due to time constraints.

#### **18.20 FURTHER MEMORIAL BENCH**

There was no further progress.

#### **19.20. VILLAGE NEWSLETTER.**

Mrs Burnham would be responsible for the newsletter. Any newsletter items should be sent to Mrs Burnham.

#### **20.20. LITTER PICK.**

The Parish Council noted that this would be arranged by volunteers and would not be organised by the Parish Council.

#### **21.20. MEETING DATES/ ARRANGEMENTS FOR ANNUAL PARISH MEETING.**

The Annual Parish meeting would take place on Friday 22 May in the Black Horse. The community police would be invited together with Lincolnshire Air Ambulance. Cllr Gill Stafford and Cllr Wright were requested to assist Cllr Bodian with the arrangements.

#### **22.20. DATE OF NEXT MEETING.**

The next meeting would take place on 24 February

Meeting ended 9.15 pm

**THESE NOTES ARE DRAFT UNTIL ADOPTED AT THE FEBRUARY MEETING**

