

Donington on Bain Parish Council

Notes of the Meeting of Wednesday 4 December 2019.

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 R Wright. Cllr B Gill-Stafford

In Attendance: Mrs V Davies, Clerk.

142.19 OPEN MEETING

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

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

No apologies were received.

144.19. CO-OPTION OF COUNCILLOR

Barry Gill-Stafford was formally welcomed onto the Parish Council and signed the Acceptance of Office form in the presence of the clerk and completed his Declarations of Pecuniary Interests form.

145.19 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.

146.19 TO APPROVE AS A CORRECT RECORD, THE NOTES OF THE MEETING OF THE COUNCIL HELD ON 28 OCTOBER 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 28 October 2019 be approved as a correct record and signed by the Chairman.

147.19 CHAIRMAN’S AND COUNCILLORS UPDATE.

Parishioners had raised questions regarding the allotment area, the amount of rubbish buried in the hedge at the back of the allotments and the size of the manure heaps. Discussion took place regarding the policy on the manure heaps.

Action: Clerk to contact the person renting the paddock.

148.19 CLERKS REPORT.

The clerk would renew the Pensions Regulator duties on behalf of the Parish council.

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

149.19 CORRESPONDENCE

The clerk had reported the highways issues regarding Welsdale Road and the broken pavement in front of the glass recycling bin.

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

150.19 FINANCE – TO AUTHORISE THE SIGNING OF ORDERS FOR PAYMENT AND TO NOTE INCOME.

The balances of the accounts were reported.

Lloyds Business Bank account	30-Sep	£11,768.75
Lloyds Treasurers Account	30-Sep	£977.46

Cheque No	Payee	Description	
942	V Davies	Clerk Salary	£248.88
943	V Davies	clerk expenses	£39.75
944	B W Maintenance	Grass cutting	£1,080.00

Schedule of Income

Date Received	Source	Amount	Details
9.9.19		£0.50	Interest

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

Councillors noted the financial information relating to the actual v budgeted expenditure.

It was proposed, Cllr Fisher and seconded Cllr Burnham that Cllr Fisher transfer £2,000 from the Lloyds Business Account.

151.19 PLANNING

N/042/02160/19 Planning Permission - Extension to existing dwelling to provide an annexe. CHAPEL HOUSE, CHAPEL LANE, DONINGTON ON BAIN, LOUTH, LN11 9TN

There were no comments

152.19 RECREATION AREA & MUGA.

The parish council was keen to move the Lottery application forward in the new year. Questions were raised as to how many quotations had been received. The Parish Council had attempted to obtain two quotes but this had not been possible.

153.19 **ALLOTMENTS**

There had been a complaint about rubbish in the hedging at the allotments. Cllr Wright would speak to the householder who owned the land the other side of the hedge. The clerk would write to allotment holders to request payment.

154.19 **CEMETERY & CLOSED CHURCH YARD**

- Councillors had conducted an inspection on 29 October 2019 of the headstones for stability. There were no current issues.
- Church wall repair. East Lindsey District council had agreed to contribute £300 towards these costs.
- Repair of Footpath adjacent to glass recycling. This had been reported to highways.
- Request for internment of cremated remains. There was a proposed internment of cremated remains in an existing cremated remains plot. The clerk and Cllr Beaney had been to view the plot.
- Request for refurbishment of memorials (Elizabeth and Tom Bemrose – Plots 370, 371. John and Lizzie Hewson – Plots 410 and 411). Cllr Beaney had been to view the memorials. Leakes had taken away the gravestones for repair. The Parish Council approved the refurbishment.
- Request for information regarding cemetery for evaluation of Non Domestic Rates. The survey would be completed at the next meeting. Action: clerk.

Cllr Beaney had highlighted a trip hazard plot 3 (Joseph Hughes) The broken kerb had been removed and placed in the grave. **Action: Clerk to contact a relative, if possible, to advise of situation and the action required.**

156.19 **WELSDALE ROAD**

A reply from highways was awaited.

157.19 **DISCUSS REPLACEMENT NOTICE BOARD NEXT TO BUS SHELTER**

A quotation for £398.00 + VAT had been received for the production of the fixed Information Noticeboard. Further quotations were awaited. **Action: Clerk to include on the next agenda.**

158.19 **RISK ASSESSMENT PROCESS**

Councillors considered Section 1 of the risk assessment document. It was proposed Cllr White, seconded Cllr Beaney and unanimously approved by all councillors to approve Section 1 of the Risk Assessment document with no alterations required. Further sections would be considered at the next meeting. **Action: Clerk to distribute the appropriate pages of the Risk Assessment to Councillors.**

159.19 **STANDING ORDER PROCEDURE.**

The clerk had presented a section of the Standing Orders to Councillors to agree the amendments made to the sections completed. **Action: clerk to email further sections to councillors for comment.**

The only amendment related to Item 1 (t). The maximum time a councillor could debate on a motion would be 10 minutes.

Proposed Cllr Burnham, Seconded Councillor Fisher and approved by all councillors to approve the first sections of the standing orders.

Cllr Fisher Proposed, Cllr Burnham seconded approval of the sections of standing orders presented to the meeting. Action: clerk to continue to review the standing orders.

160.19 FURTHER MEMORIAL BENCH

There had been a further request. The Parish Council approved the request for the Memorial Bench in the cemetery. **Action: Clerk to email to advise the relatives that a further bench could be erected in the Cemetery and to request the relatives to liaise with Cllr Beaney regarding the installation.**

161.19 ANY OTHER BUSINESS

Quotations to cut hedges

A quotation had been received from B W maintenance for £405.00 plus VAT to cut the hedge along the playing field and the hedge around the cemetery.

Grass cutting contract 2020/2021

The clerk would try to obtain two further quotations for grass cutting contracts for 2020/21.

Use of the MUGA

Discussion took place regarding payment for the MUGA. Proposed Cllr Wright, seconded Cllr White that the use of the MUGA be free of charge. The clerk would refund the payments for the MUGA.

Councillors noted that there was some moss on the MUGA. It was proposed to spray the moss in the spring.

Budget

The budget would be discussed at the next meeting. Action: Clerk to prepare draft budget and email to Councillors prior to the meeting.

161.19 MEETING DATES ARRANGEMENTS FOR ANNUAL PARISH MEETING.

The next meeting would take place on Monday 27 January. Cllr Bodian had arranged the annual parish meeting for Friday 22 May at the Black Horse. Speakers would be arranged.

Meeting ended 9.00 pm

Date of next meeting: Monday 27 January

THESE NOTES ARE DRAFT UNTIL ADOPTED AT THE OCTOBER MEETING

