

# Harby Parish Council Minutes

## Ordinary Meeting

Thursday 19<sup>th</sup> May 2016 at Harby Village Hall

|              |               |                   |
|--------------|---------------|-------------------|
| Start: 20:05 | Finish: 20:50 | Reference: 105/16 |
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Councillors Present: John Howard (JH), Caroline Nolan (CN), Stuart Parkin (SP), Diane Quibell (DQ), Jayne Rose (JR), Rachel Thursby (RT).

Clerk: Lydia Smithson.

Members of the public: 5 members of the public were present.

| Item     | Title and Decision   | Action Required  |
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| 105/16/1 | <b>Apologies for absence.</b><br>Cllr Dobson.  | -  |
| 105/16/2 | <b>Declarations of Interest</b> <i>(in accordance with Localism Act 2011)</i><br>-   | -  |
| 105/16/3 | <b>10 Minute Public Time</b><br>A parishioner raised their dissatisfaction regarding the Council contacting NS Homes rather than them directly to request they refrain from parking their vehicle on a grass verge, in-order to enable the Council to carry out the grass cutting of the area. The Council made an apology for not initially contacting the resident first and explained they cut the grass on behalf of NS Homes, however following recent correspondence from NS Homes they noted NS Homes do not have a concern with the vehicle being parked on the grass.<br><br>A parishioner spoke of a recent break-in and theft of business tools/equipment from their property and their disappointment with the lack of action or apparent investigation from the police. The parishioner requested information on the total rate contribution the Parish makes to the police annually. | -<br><br>CN to contact NSDC for figures.   |
| 105/16/4 | <b>Update from Police Community Support Officer Katherine Hyde</b><br>Not present.<br><br>Investigate setting up a working group to progress the Safer Community Parish Council objective  | CN organise meeting with the police to discuss policing/crime issues in the parish.<br>LS add article in newsletter. |
| 105/16/5 | <b>Approve draft minutes</b><br>It was <b>resolved</b> to approve the following minutes:<br>Annual Parish (Ref 099/16), Ordinary (Ref 100/15) and Planning (Ref101/16).<br><br>The following minutes were deferred for approval to the next ordinary meeting: Extra-Ordinary (Ref 102/16 and Ref 103/16)   | LS add online.<br><br>LS add to agenda.  |
| 105/16/6 | <b>Update on matters arising from the above minutes</b><br>a. Land Registration application for land on Church Road between Glebe House and Church Farm. No further progress due to current workload of the Clerk.   | LS.  |

Signed/Initials:

Chairman

Date:

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|           |  |  |
|-----------|--|--|
|           | <p>b. Installation of Wigsley Road allotment gate was due to be carried out in May.</p> <p>c. Request for additional village playground signs near the playing field. Feedback received from the County Council is that the signs are located in the correct position and additional signs are not available. A possible solution of erecting a sign on Playing Field land was discussed.</p> <p>d. A response has been received from the County Council regarding the broadband petition submitted.</p> <p>e. The two benches on the cycle track between Harby and Fledborough have been installed by the County Council</p>  | <p>LS.</p> <p>DQ request item is added to a Playing Field agenda.</p> <p>LS add online.</p> <p>-</p> |
| 105/16/7  | <p><b>Consider parish events to celebrate the Queen's 90<sup>th</sup> birthday</b><br/> Playing Field event is planned for the 11<sup>th</sup> June, no support has been requested to date.</p>  | -  |
| 105/16/8  | <p><b>Best Kept Village Competition Village Tidy Next steps</b><br/> The first village tidy was carried out in the centre of the village. The next tidy is on Saturday 4<sup>th</sup> June at 11am.</p>  | LS advertise and notify school.  |
| 105/16/9  | <p><b>Community Led Plan update</b><br/> The current Chairman has resigned due to relocating. The Steering Group has changed into a Monitoring Group. Individual parishes are starting to take action on their own priorities and joint priorities issues will be overseen by the Monitoring Group, with individual parishes being asked to keep each other updated with progress on any joint issues. New members are required for the Harby Working Group.</p>   | LS add invite for new members online.  |
| 105/16/10 | <p><b>Information on the Councils responsibilities in relation to the Pensions Act and action required</b><br/> The Council has registered with the Pensions Regulator and will respond to further requirements as and when required.</p>  | -  |
| 105/16/11 | <p><b>Financial</b></p> <p><b>a. Budget update</b><br/> An update was given.</p> <p><b>b. Approve bank reconciliation</b><br/> It was <b>resolved</b> to approve the deferred reconciliation from January and the latest reconciliation.</p> <p><b>c. Approve invoices for payment</b><br/> It was <b>resolved</b> to approve the income and expenditure (see page 3)</p> <p><b>d. Consider quotes and wording for the parking information sign at the cycle track entrance</b><br/> It was <b>resolved</b> to purchase a cycle track sign from Signs Express at a cost of £25+vat. The wording was reviewed.</p> <p><b>e. Update on Consuls annual interest</b><br/> The Consuls interest was received for £1.50 rather than the usual annual figure of £3.00, due to the stock being</p> | <p>-</p> <p>-</p> <p>LS.</p> <p>LS.</p> <p>LS.</p>   |

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|  | sold in July 2015, as per government guidelines. Confirmation is pending from the Court Funds Office as to if/how the Council can access the capital   |   |
| 105/16/12                                    | <p><b>Correspondence</b></p> <p>a. <b>Consider a response to an email from a parishioner regarding dogs on allotments</b><br/>Council to remind tenants of tenancy agreement terms.</p> <p>b. <b>Introduction to Chairmanship training available</b></p> <p>c. <b>Update on the future of the Safer Neighbourhood Group and request to host a meeting</b><br/>The SNG is proposed to be rotated around the local parishes, with the hosting parish to Chair the meeting.</p> <p>d. <b>Saxilby with Ingleby Draft Neighbourhood Plan consultation</b></p> <p>e. <b>D2N2 Growth Hub letter promoting free business support</b></p> <p>f. <b>Carers Trust East Midlands letter inviting new volunteers for their befriending service</b></p> <p>g. <b>NSDC consultation on Strategic Priorities</b><br/>Available online.</p> | <p>LS.</p> <p>LS request further dates from NALC.</p> <p>JR to attend next meeting and Council offer support.</p> <p>-</p> <p>LS add online and to noticeboard.</p> <p>LS add online and to noticeboard.</p> <p>-</p> |
| <b>Summary of minutes for the newsletter</b> |  | LS.   |

| Payment to          | Particulars of payment                            | Amount            |
|---------------------|---|-------------------|
| Clerk               | April monthly salary                              | £ 76.66           |
| Clerk               | May monthly salary                                | £ 76.66           |
| Town and Country    | April Invoice (no. 588) Grass cutting on 18.04.16 | £ 45.30           |
| Came and Co         | Annual Insurance                                  | £ 276.24          |
| Clerk reimbursement | Viking - Brother MFC Printer                      | £ 117.59          |
| Clerk reimbursement | Forum Computers - Laptop repair                   | £ 80.00           |
| Clerk reimbursement | Land Registry Searches                            | £ 18.00           |
| NSDC                | Dog Bin emptying 2015/16                          | £ 546.00          |
| CPRE                | Best Kept Village Entry                           | £ 5.00            |
|                     |   | <b>£ 1,241.45</b> |
| <b>Petty Cash</b>   |   |                   |
| Post Office         | 1st Class stamp                                   | £ 0.64            |
| One Stop Saxilby    | Biscuits (village tidy)                           | £ 0.80            |
| Post Office         | 2nd Class Book Stamps x 6                         | £ 3.30            |
| Staples             | A4 folders x 2 packs                              | £ 6.78            |
| Timpsons            | Village Notice board Spare Key                    | £ 7.50            |
|                     |   | <b>£ 19.02</b>    |
| <b>Receipts</b>     |   |                   |
| NSDC                | Precept payment 1 of 2                            | £ 1,568.00        |
| Court Funds Office  | Consuls Interest                                  | £ 1.50            |
| Natwest             | Interest £0.14, £0.13, £0.54 and £0.63            | £ 1.44            |
|                     |   | <b>£ 1,570.94</b> |