

## **LILBOURNE PARISH COUNCIL**

### **Minutes of a PARISH COUNCIL MEETING held Wednesday 28<sup>th</sup> February 2018, 7.00pm at the Village Hall**

**In attendance:** Cllr Andy Hemmings (Chairman), Cllr Ben Berridge (Vice-Chairman), Cllr Jan Alexander, Cllr Eve Hurley, Cllr Nigel Morley, Cllr Harmesh Loi,

Two members of the public were present.

1. **To receive apologies for absence** Faye Howells-Palin (Bus Administrator) District Councillor Alan Chantler.

2. **Declarations of Interests:** Cllr Berridge declared in relation to the Youth Club and with regards to item 11b. Cllr Hemmings declared in relation to the Play Area and Park Committee. Cllr Tarplee declared in relation to the Youth Club and the Village Hall. Cllr Loi declared in relation to the Youth Club.

3. **Minutes of Last meeting (as circulated):** The minutes of the meeting dated 31st January were signed as a true copy of that meeting.

4. **Public Participation**

No matters were raised.

5. **Co-option of New Councillor**

It was **RESOLVED** to co-opt Sara Last. The Declarations of Interest Forms were completed at the meeting and passed to the Clerk. **ACTION : Clerk to send to DDC Monitoring Officer.**

6. **Lilbourne Community Bus**

Cllr Hemmings asked if Councillors wanted to stick to a three-year replacement schedule for the bus or if Councillors were happy to postpone replacement until the period of four years had passed. It was discussed to keep the decision of bus replacement until next year. Cllr Tarplee brought to the attention of Councillors the possibility of the County council budget cuts impacting on the money paid by NCC for the minibus contract.

7. **Wind Farm Funds**

The Youth Club application is to be submitted by the Committee for one year's running cost to NCF. The Village Hall is to submit in relation to some pieces of play area equipment for the playing field.

8. **Lilbourne Village Hall**

Cllr Tarplee is standing down in April as Chair of the Village Hall Committee. All new members are welcome to join. CYPN did not run the February session due to traffic problems. They will run an additional session in place of this.

9. **Reports to Council**

None received

#### 10. Correspondence

Cllr Hemmings passed to the Clerk correspondence from Western Power regarding the tree cutting work needed on The Green.

#### 11. Planning

DA/2018/0117- Removal of hedgerow at Land off Rugby Road, Lilbourne – It was **RESOLVED** to offer no objection or comment to the application.

DA/2017/1163- Single storey side and rear extension at Green Farm Cottage – Granted with conditions – Noted

#### 12. DIRFT, A5 and M1

The noise being made from the Stobart depot is still continuing intermittently. **ACTION : Clerk to contact via e mail to note the initial complaint.**

The temporary signs need to be made permanent in order to discourage HGV's from entering the village and seek to reduce the speed from 60mph to 50mph on the approach to the village. **ACTION : Clerk to request from Prologis**

#### 13. Highways, Signs

Wills Lane sign to be installed. **ACTION : Clerk to chase.**

#### 14. Rights of Way

The issues regarding the bridle path were noted.

#### 15. Environment and Village Maintenance

Wooden post quotes outside pub – A quote had been produced in the sum of £2091.84 for the oak posts and £226.72 for the posts for the noticeboard posts. **ACTION : Clerk to contact to confirm to proceed with the work and chase for the fence quote.**

Replacement signposts in village – **ACTION : Cllr Hemmings to complete**

Adopt a phone box - It was **RESOLVED** to sign the Contract and proceed with the adoption agreement. The spec for the project will be bought to the next meeting by the person able to carry out the work. **ACTION : Clerk to contact BT with the Contract and to see if the power supply could remain.**

War Memorial project – **ACTION : Cllr Alexander to speak to the proposed installer of the memorial regarding obtaining a new quote. Further quotes to be obtained in respect of installation. Clerk to order the stone for the war memorial at a cost of £1,171.80 representing a 50 % deposit (incl VAT.)**

Highways improvements – smiley face signs – Consent awaited from NCC. **ACTION : Clerk to speak to installer regarding quotes for the posts for the signs and chase NCC for consent.**

Streetlight quote for additional lamp (a quote to be obtained after exploring the possibility of lighting the area by the phonebox)– **ACTION : Clerk to chase.**

Litter picking contribution from DDC – It was **RESOLVED** to proceed with the litter picking contribution from DDC and undertake the litter picking in the village.

The Great British Spring Clean – Noted

#### 16. PCSO Liaison

No report

#### 17. Playing Field and Play Area

CCTV signage – The signage has now been placed in the play area.  
Wall at the play area – **ACTION : Clerk to contact Building Control Officer.**

Annual Inspection of Play Area – **ACTION : Clerk to arrange inspection.**

Village Asset inspection – This had been undertaken and changes noted.

Defibrillator malfunction– **Clerk to liaise with installer.**

18. **Burial Ground**

No matters to raise

19. **Grass Cutting/ Utilities**

Review of Contractors Insurance **ACTION : Clerk to obtain**

20. **Finance**

Internal Control Check and review of banking arrangements – The Internal Control Councillor completed the internal check. A review of banking arrangements was undertaken and no changes were proposed.

Financial Regulations/Standing Orders and Risk Assessment reviewed – It was **RESOLVED** to make no amendments to the policies in place and to adopt them for the next year.

Payments were approved as follows:

Clerk Salary (Feb)	£325.12
Bus Admin Salary (Feb)	£315.00
Bus Driver Salary (Feb)	£438.24
Village Handyman (Feb)	£0.00
BT (Broadband Line)	£34.68
HMRC	£3.00
CYPN (Youth Club sessions)	£519.00
F Ryan (Clerk expenses)	£43.02
NAYC (Youth Club affiliation)	£48.00
Faye Howells-Palin (quarterly expenses)	£25.00
F Ryan (quarterly expenses)	£25.00
On Demand digital print Ltd (flyers for bus)	£19.00

21. **Any Other Business (no matters can become decisions)**

Good Neighbour Scheme – Noted

Cllr Tarplee noted the scale of the NCC cuts needed to be made and asked if the County Council had carried out an Equality Impact Assessment. Cllr Tarplee also raised the question of the GDPR legislation and the impact on the newsletter. **ACTION : Clerk to attend course and report back.**

22. **Summary of agreed actions and date of next meeting**

Meeting Closed 8.25pm

Date of Next meeting : 27<sup>th</sup> March 2018

Wind farm funds: outstanding amount	Clerk
Replacement signposts proceed with quote Clerk	
Play equipment: application for match funding	Clerk/VH
Phone box: liaison with BT / DDC / Heritage / RS	RS/Clerk
Youth Club: application to Wind Farm Funds for 1yr funding	Youth Club Comm
'Smiley-face' speed signs: consent needed	AH/Clerk
Respond to planning application	Clerk
Crack in wall adjacent to play area: owner to be contacted	Clerk
Lighting: quote for streetlight to be obtained	Clerk
Annual Play Area inspection	Clerk
Volunteer drivers needed for minibus advert	Clerk
Cherry Tree on The Green work by Western Power	AH/Clerk
Noticeboard refurbishment	BB/Clerk
Defib repair	LT/Clerk
Additional area for mowing	Clerk for March
GDPR Course	Clerk
Quotes for gates to Burial Ground	Agenda for March
Grass contractors insurance	Clerk
DDC litterpicking contribution	Clerk
War memorial quote	JA
Stobart depot noise complaint	Clerk
HGV signs	Clerk
DI forms to DDC	Clerk

