

Harby Parish Council Minutes

Ordinary Meeting

Thursday 21st July 2016 at Harby Village Hall

Start: 19:30	Finish: 21:00	Reference: 110/16
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Councillors Present: John Howard (JH), Trevor Medley (TM), Caroline Nolan (CN), Stuart Parkin (SP) and Jayne Rose (JR).

Clerk: Lydia Smithson.

Members of the public: 1 member of the public was present – PCSO Hyde (left 8pm)

Item	Title and Decision	Action Required
110/16/1	Apologies for absence. Cllrs Quibell and Thursby Cllrs Dobson (District and County Council)	-
110/16/2	Declarations of Interest (<i>in accordance with Localism Act 2011</i>) -	-
110/16/3	10 Minute Public Time The Council received feedback regarding the grass cutting as grass was left on the path; however the contractor was in the process of cutting the grass which is followed by blowing off the grass. The 'Doddington and Harby' sign on cycle track has reached the end of its life. Its condition has previously been reported to the County Council. It was queried whether the Parish Council/community could be involved in restoring/replacing it.	- LS contact the County Council
110/16/4	Update from Police Community Support Officer Katie Hyde including latest crime figures The Council welcomed PCSO Hyde, who provided a detailed update on crime and policing in the area: There has been one reported incident since January, where business equipment was stolen. The community was thanked for the information supplied, including the reporting of a suspicious van outside the address, which was found to have stolen number plates. The stolen chipper is still being sought, with information being shared with neighbouring forces, the East Midlands section and examining social media. It was noted that where crimes are reported and there is nothing left of evidential value (e.g. no CCTV or witnesses) it will be investigated by the Telephone Investigation Bureau and an officer won't visit the scene at the time. However our PCSO will endeavour to attend any incident which comes in. Hare coursing earlier in the year has been a problem. Safer Community Council Objective The police and road safety team had a speed awareness day with the school in July and have been invited back. They	

Signed/Initials:

Chairman

Date:

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	<p>spoke to the children about safely crossing the road and how to travel safely in a vehicle.</p> <p>The parish can help reduce speeding vehicles through the community speed watch scheme. A speed gun can be loaned from Collingham and volunteers can do a speed watch and then pass the information on to PCSO Hyde. The PCSO can offer a training session and send information on rules.</p> <p>The parking by the cycle track was discussed and inconsiderate parking tickets can be used.</p> <p>Neighbourhood Watch Scheme The schemes were discussed but PCSO Hyde suggested parishioners instead signed up to the Notts Alerts as the schemes are no longer given a lot of support.</p> <p>She noted burglaries most frequently occur on a week day and during the day and recommended CCTV as a deterrent.</p> <p>Property marking 9 bikes have been marked in the village using the special pen and lacquer. Items can also be added to the immobilise register so they can be returned to owners if stolen and found. Any items can be marked from lawnmowers and tools to Xboxes and bikes.</p> <p>Farms can also obtain smart water signs and have equipment marked with smart water kits.</p>	<p>Add to newsletter. Interested parishioners contact the Clerk.</p> <p>LS arrange training session date.</p> <p>PCSO Hyde share with LS.</p> <p>Cllrs sign-up.</p> <p>LS arrange another property marking date.</p> <p>TM speak to farming community.</p>
110/16/5	<p>Approve draft minutes It was resolved to approve the following minutes:</p> <p>Extra-ordinary (Ref 102/16, 103/16, 107/16, 109/16), Annual Parish Council (Ref 104/16), Ordinary (Ref 105/16), and Planning (Ref 106/16, 108/16).</p>	<p>LS add online.</p>
110/16/6	<p>Update on matters arising from the above minutes</p> <p>a. Land Registration application - land on Church Road Supporting evidence is to be collated.</p> <p>b. Allotments Allotment holders are to install the gate during the summer. A reminder letter has been sent to allotment holders regarding not having dogs on allotments.</p> <p>c. Cycle track The Cycle track parking information sign has been installed.</p> <p>d. Training and reviews Cllr Nolan is booked onto an introduction to chairmanship. LS to have annual review with CN before next meeting.</p>	<p>LS.</p> <p>-</p> <p>-</p> <p>-</p> <p>LS arrange date.</p>

	<p>e. Village tidies Two village tidies have taken place with over 15 bags of green waste being collected. No feedback has been received from the Best Kept Village competition yet.</p>	-
110/16/7	<p>Annual review and approval of the following policies and procedures:</p> <p>a. Standing Orders It was resolved to approve the updated version</p> <p>b. Financial Regulations It was resolved to approve the updated version</p> <p>c. The following item were deferred Asset Register including inventory of land (including disposal register) Complaints Procedure Freedom of Information Publication Scheme Risk Management Policy Village Welcome Pack (Cllr Rose) Disciplinary Procedure Grievance Procedure</p>	<p>LS upload.</p> <p>LS upload.</p> <p>LS add to next agenda</p>
110/16/8	<p>Community Led Plan update RT came to the working party meeting.</p> <p>A discussion was held regarding the actions from the Plan and it was agreed to speak to the current children's activity providers at Saxilby to promote their activities to families in Harby.</p> <p>It was also noted that a printer and laminator is available for community use, located at the village hall.</p>	<p>LS.</p> <p>-</p>
110/16/9	<p>Financial</p> <p>a. Budget update An update was given.</p> <p>b. Approve bank reconciliation It was resolved to approve the latest reconciliation.</p> <p>c. Approve invoices for payment It was resolved to approve the income and expenditure (see page 3)</p> <p>d. Consider changing the Council's internal auditor Due to information contained in the Council's Financial Regulations it was resolved to change our internal auditor for the next audit.</p> <p>e. Update on the Council's banking signatories RT is being added as a signatory but due to the resignation of Cllr Croft who was a signatory, SP is to remain as a signatory.</p> <p>f. Change of councillor to verify bank reconciliations Due to Cllr Nolan now being Chairman it was resolved that the verification would now be carried out by Cllr</p>	<p>-</p> <p>-</p> <p>-</p> <p>LS contact current provider and also obtain quotes.</p> <p>RT and LS action.</p> <p>LS.</p>

	Howard.	
110/16/10	<p>Correspondence (for information)</p> <p>a. Submission of the Joint Central Lincolnshire Local Plan</p> <p>b. Lincolnshire Minerals and Waste Local Plan: Core Strategy and Development Management Policies (CSDMP) adoption</p> <p>c. Update on the District Council's 5 year housing land supply</p>	<p>-</p> <p>-</p> <p>LS add letter to website.</p>
110/16/11	<p><i>Due to the confidential nature of the business to be transacted, the Council resolve to go into closed session in accordance with the Public Bodies (Admissions to Meetings) Act 1960 for item 5</i></p> <p>Provide additional background information to the solicitor in relation to the Jowett's Wood boundary.</p> <p>The Council agreed the additional response and supporting information to be sent to the solicitor.</p>	LS.

Payment to	Particulars of payment	Amount
Clerk	June monthly salary	£76.66
Clerk	July monthly salary	£76.66
SLCC renewal	Annual membership	£48.00
Clerk	Transparency grant - website creation/maintenance	£324.00
Harby All Saints Church	50% Medleys will interest 2014/15 and 2015/16	£4.82
Clerk	Reimbursement - Cycle track sign	£24.42
Sue Hogg	Annual Internal Audit	£50.00
		£604.56
Petty Cash		
None.		
Receipts		
Allotment tenant	Plot 6a annual rent	£5.00
Natwest	Apr and May interest £0.14, £0.13, £0.70 and £0.65	£1.62
		£6.62