

CASTLE BYTHAM PARISH COUNCIL
Minutes of the meeting held on 21 March 2018

Present

Cllr Harvey (Acting Chairman), Cllrs Goodman, Hayward, Martindale, Thomas, Webber.

In attendance

County Cllr Mr B Adams, 2 members of the public.

Apologies

Cllrs Candler, Dennis, Hinton.

1. Declarations of interest

None.

2. Approve minutes 21 February 2018

The record of the meeting held on 21 February 2018 was approved as minutes and signed by the Chairman. Proposed by Cllr Hayward, seconded by Cllr Goodman, all in favour.

3. Matters arising

- a. Grass cutting – LCC have already appointed contractors for the 2 annual cuts; the Parish Council will not be able to opt out this year.
- b. Anglian Water – damaged verge on Holywell Road; a supervisor from A Water’s contract partners Clancy is to visit the area within the next 5 days to assess what work needs to be done to make it look good again.
- c. Pond – Mr R Kent spoke during the public forum explaining the riparian owners’ wish to remove 75 tonnes of silt and for the PC to pay for its removal.

4. Planning Working Party formation

Cllrs Goodman, Dennis and Thomas had volunteered to form a Planning Working Party and had an initial meeting during which a constitution was drafted. The PWP will study planning documents, make site visits/take photographs and present a report to the PC to highlight potential issues; the report will be made available to residents who have submitted a planning application to SKDC prior to its discussion at the PC meeting. The PWP will also monitor the implementation of conditions placed on approved planning applications by SKDC. A register of all planning will be kept and an annual report presented to the PC. Meetings will be open to residents/Cllrs in an advisory role whenever necessary. The Councillors thanked Cllrs Goodman, Dennis and Thomas. This item will be on the agenda at the April meeting; minor alterations to the PWP’s Constitution will be made and the latter circulated.

Cllr Webber asked to be excused and left.

5. Parish Council administration (at the request of Cllr Martindale), re the structuring of the agenda and the circularisation of documentation

Cllr Martindale presented his proposals on parish council administration. A) ‘matters arising’ – Councillors will be able to propose clearly stated items for the next meeting once the meeting notes have been received. B) Reports from committees will state whether a particular item requires a debate/decision. C) AOB will be renamed ‘Councillors’ Report’ – contentious matters requiring a debate will appear on the agenda for the next meeting. Cllr Martindale was thanked

for his work and will provide a short summary of his proposals to be approved at the next meeting.

6. LALC training - approve annual cost

The Councillors unanimously agreed to join LALC's annual training scheme at a cost of £85. Proposed by Cllr Martindale, seconded by Cllr Hayward, all in favour.

7. Request for funding by the Bythams Woodland Trust

The Councillors had received documentation from the BWT prior to the meeting and unanimously approved a £250 grant. Proposed by Cllr Hayward, seconded by Cllr Martindale, all in favour.

8. Amenities Working Party report

Playing field development – brochures had been obtained and residents will be consulted through a survey. Upper Green design and future works were in progress. Cemetery – planned repair work to the fence had been postponed due to inclement weather; a new date for a volunteer day will be arranged. Pond – Ponds UK will no longer be working for the parish council and a new source of expert advice was being sought. The Councillors agreed that a letter should be sent to Mr Kent thanking him for his work, interest and concern with regard to the pond and mentioning the fact that the parish council was investigating further on what actions needed to be taken once the nesting season was over.

9. Emergency Plan

Cllr Hinton had sent a draft Emergency Plan to LCC. Cllr Dennis to be contacted regarding access to the village hall in case of an emergency. This item will be back on the agenda.

10. Correspondence – seen

- a. Ponds UK – report not received from Ponds UK and PC's reminder e-mail not received either. Ponds UK wish to terminate their association with the PC
- b. LCC Steve Willis – Highways grass cutting 2018/19; acknowledging PC's decision to undertake cutting ref 1010002678
- c. LCC – arrangement for grass cutting have already be made with contractors therefore CB will have to wait until next year [2019/20] to enter into an agreement with LCC.
- d. Emma Spofforth, Policing Intern - Police and Crime Commissioner for Lincolnshire – wishing to make contact with parish magazines and newsletters

Forwarded:

- e. Community Lincs – news and updates
- f. LALC – GDPR update
- g. Kompan Playground competition – Cllr Goodman suggested the PC enter the competition.
- h. Village Diary Magazine – questionnaire on village events
- i. LALC – annual training scheme
- j. LALC – training March/April
- k. Nigel Allsopp – 2 letters: a) PC spending and upper green repair work; b) website. Clerk to write to Nigel Allsopp to say that the letter's points have been noted and work on the upper green is under consideration. Further improvements to the website are ongoing.

- l. LALC – WPD investment workshop
- m. Local Council Public Advisory Service – GDPR
- n. LALC – GDPR latest
- o. J Hubbard – Finding Fitness events; Cllr Goodman to find out more information.
- p. Public Sector Executive
- q. Rural Services Network
- r. Bythams Woodland trust funding request [3 documents] –[see agenda item 7]

11. Accounts

Credited:

JC Cross – memorial inscription £32.00

Cheques to be approved:

Wave – cemetery water rates - £11.70 [101126]

LALC – annual subscription - £275.06 [101127]

M Cooke – salary 26 weeks - £1001.81 [101128]

HMRC – clerk’s PAYE - £250.45 [101129]

LALC – annual training scheme £85.00 [101130]

12. AOB

None.