

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

**Present**

Cllr Dennis (Chairman), Cllr Harvey (Vice Chairman), Cllrs Candler, Hinton, Hayward, Thomas, Webber.

**In attendance**

District Cllr Mr M Wilkins, 2 members of the public.

**Apologies**

Cllrs Goodman, Cllr Martindale, County Cllr Mr B Adams.

**1. Declarations of interest**

None.

**2. Approve minutes 17 January 2018**

The notes of the 17 January 18 meeting were approved as minutes and signed by the Chairman.

Proposed by Cllr Candler, seconded by Cllr Harvey, all in favour.

**3. Matters arising - precept**

A. A total precept of £13,000.00 was requested taking account of updated future expenditure from the Amenities Committee - the precept total is the sum of £12,895 net precept levied on local taxpayers and £105 parish council grant.

B. The Village Hall Committee were awarded a £13,000.00 WREN grant; work on the new toilets will start after the Midsummer Festival.

Cllr Dennis reported that CCTV footage showed that Anglian Water were responsible for the verge damage on Holywell Road. Clerk to write to Anglian Water.

**4. Discuss purchase of dog waste bins**

District Cllr Mr M Wilkins confirmed that bagged dog waste can be put in the village waste bins emptied by SKDC - the bins were located at both bus shelters, the pond, the entrance to the playing field and a fifth was to be installed at the lower green. Dog bin bag dispensers cost to be sought.

**5. Discuss proposal for a 'No Left Turn' sign at the High Street/Castlegate junction**

Clerk to write to Highways to point out the hazard caused by the impractical left turn from the High Street into Castlegate; a site visit from Highways will be requested to discuss the location of the sign which preferably should be placed near the telegraph pole. Cllr Dennis had already pointed out the problem to Highways following a diversion sign directing drivers to turn left at the junction during road works and causing a car to become stuck on the cobbles.

**6. LCC highway grass cutting**

Cllr Hinton to pursue.

**7. Discuss riparian owners' proposed pond works**

Cllr Hinton reported that there had been no response from Ponds UK regarding the riparian owners' proposed pond works. Clerk to cancel the order as it was now too late for the report; Ponds UK had in a previous report stated that there was no necessity to remove any more silt. Clerk also to write to riparian owners to point out that should they carry out any work, the latter would be at their own responsibility, cost and liability - no work should now be done until October as the nesting

season was about to start at the end of February; the riparian owners would accept full responsibility for any damage to the natural habitat and for any potential damage caused further down the stream/river as a result of their actions. The Parish Council would request the riparian owners' acknowledgement of this and written confirmation of their liability in this matter.

#### **8. Discuss set up of Planning Working Party**

Cllrs Dennis, Thomas and Goodman were to meet to discuss terms of reference for a Planning Working Party.

Cllr Dennis reported that she and Cllr Goodman had attended a Local Advisory Council planning course - the government were encouraging building more houses and the trend was pro-developer; more green spaces would be considered for building. The Councillors agreed to press on with a Neighbourhood Plan for the village. Clerk to circulate course slides.

9. **Planning – S18/0273.** Mr Steven Morgan, 7 Couthorpe Lane, Castle Bytham. Remove multi-stemmed acer (T2), ACER (t4), Gleditsia (T5), willow (T7) and crown oak tree (T6). The Councillors had no objections to this application.

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

Deferred

#### **11. Amenities Working Party update and proposal for a playing field grant application**

The Glen Road bridge repair was completed by LCC - it was noted that the standard of workmanship on the new brickwork was very poor and a letter to LCC Highways will inform them of this fact; Cllr Hinton to contact LCC regarding the debris left around the site. Glen Road potholes outside No 39 and No 50 have been reported. The crossroads grit bin lid constantly blown open; Cllr Hayward to source and fit catch. Regal Gardens storm drain still covered with bollard; fault had been reported. Water Lane emerging potholes were being monitored. Village pump post needs re-concreting. Playing field mole activity being monitored and action taken if necessary. Picnic benches surfaces were deteriorating; wood hardener to be applied prior to repainting in May. Swing seats to be scrubbed. Both goal posts will be re-secured in the near future by the contractor who had replaced the castle/slide end post and filled the 'tunnel' with ends covered with soil and grass. A fallen tree will need clearing.

Station Road bus shelter - a £1,400 quotation had been received for adjacent hard surface waiting area and railing; a letter was sent to LCC for an agreement of cost sharing to be made. Churchyard kissing gate has been painted. Street and road sign spring clean was planned. Footpath 13 (Water Lane - playing field): in 2016 an LCC Countryside Access Officer inspected footpath 13 which had been obstructed for a number of years ; on 6 February 18 Cllr Hinton, who is an LCC footpath volunteer was called by a work party tasked by LCC Highways to show them the existing markers for footpath 13 - the workmen had been tasked to install a new finger post off Water Lane, pointing up towards Mr and Mrs Chambers' property and a metal gate to provide access from the playing field onto Mr and Mrs Chambers' land; Cllr Hinton was concerned as to whether Mr and Mrs Chambers were aware of this task and was able to limit the work that day to the clearance of overgrown scrub on the playing field side of the fence. On 7 February LCC Highways Rights of Way enforcement officer confirmed that Mr and Mrs Chambers had been given notice of the work and that the sign

and gate would be installed to enforce the right of way on footpath 13. The upper green plans were to be reviewed and new funding streams sought. An updated Amenities Committee Plan will be presented to the Parish Council.

Playing field grant application - Cllr Hinton, whose registration as WREN applicant was still valid, said that WREN had changed their criteria for 2018 grants which meant that an application for play and fitness equipment at the playing field could be made. The Parish Council would have to fund 10.75% of the cost of any project. The Amenities Working Group will present a researched proposal with costings at the next meeting.

#### **12. Cemetery matters – memorial application**

An application for an additional inscription on an existing memorial was approved unanimously.

#### **13. Correspondence – seen**

A. Mrs A Davies – thanking the PC for letter confirming the grant to the VHC

B. SKDC – planning permission granted to application S17/1499; 32 Water Lane

Forwarded:

C. Local Council Public Advisory Service – GDPR update on LCPAS Sector Specific Services

D. Local Council Public Advisory Service – General Data Protection course dates

E. PCSO Emma Conkey

F. Digital Local Council

#### **14. Accounts – approve proforma invoice of £2,650.80 for SID**

The Councillors approved the £2,650.80 proforma invoice for the speed indicator device.

Cheques approved:

A. VHC - rent £120.00 [101122]

B. Unipart Dorman - SID £2,650.80 [101123]

C. M Cooke - reimbursement printer toner £11.99 [101124]

D. Local Advisory Council - planning training £140.00 [101125]

#### **15. AOB**

A. A letter of condolence will be sent to Mrs Miller whose husband Ian had served on the Parish Council from 2011 to 2015.

B. Representatives from the Road Safety Partnership will make a presentation at the next Police Panel on 6 March.

