Minutes of the MEETING of WASHINGBOROUGH PARISH COUNCIL held at Washingborough Community Centre on THURSDAY 20th JANUARY 2011 at 7.30pm.

Present:- Councillor R. Dowlman, [Chairman],
            Councillor Mrs G.E. Bland,
            Councillor Mrs M.H. Brighton OBE,
            Councillor M. Dyche
            Councillor C. Smith and
            Clerk Mrs A. Sutton.
Also present were District Councillor I. Carrington and PCSO Lisa Duckworth.

Before the meeting commenced the Chairman welcomed Cllr M. Dyche and PCSO Lisa Duckworth to their first meeting with this Council.

APOLOGIES AND DECLARATION OF INTEREST.
[A] APOLOGIES were received from Councillors D. Rose and Mrs J. Walton and PC W. Pilkington.

[B] DECLARATION OF INTEREST. None.

Minutes of the meeting held on the 9th December 2010, which had previously been circulated, were signed as a true record EXCEPT for those in Part B, which were dealt with under Part B in minute 560 on page 717.

S.O. 16[p] was now implemented in order to speak with PCSO L. Duckworth.

POLICE MATTERS.
[A] CRIMES. There had been 19 recorded crimes in the period 9.12.10 – 20.1.11: 7 thefts from motor vehicles, 4 criminal damages, 1 dwelling burglary, and 2 other burglaries, 1 damage to vehicle, 2 thefts, 1 arson and 1 vehicle taken without consent. PCSO Duckworth stated that the police had been carrying out late night patrols to try and catch culprits but after leaving Washingborough at 2.30am some motor vehicles were broken into some 1-2 hours later. Police were looking at pattern of activities but this was not consistent and people were being asked to ring police immediately they see anyone during late hours or seen acting suspiciously.

The Library area was being monitored plus they hope to get a CCTV into premises shortly.

Police had received a report of 2 Middle Eastern or European men knocking on doors for gardening work in this area and after following up the call, they had found 2 men delivering leaflets. They had no identification on them and although the leaflet drop was valid, the men were caught for some motoring offences.

[B] FIVE MILE LANE. PCSO Duckworth was asked if police could do anything about indiscriminate parking in Five Mile Lane as delivery vehicles and other vehicles do experience problems delivering to businesses. Police will investigate and speak with LCC Highways to see if they may suggest any remedies.

[C] REPORTING. Mrs Brighton stated that she had been asked to meet Inspector Jones and PC Pilkington recently and was told the police can’t act on anything until matters had been reported to them. All noted advice.
[D] POLICE SURGERIES are starting at Community Centre on 16.3.2011 on a two monthly basis between 10am and 12 noon. PCSO Duckworth stated that they would be alternating monthly surgeries with other villages.

[E] GRAFFITTI AT LIBRARY. PCSO Duckworth had informed Clerk of some graffiti at the Library but the snow came and then area could not be found.

SO 16[p] was now cancelled and the normal meeting was resumed.

CLERK’S REPORT/MATTERS ARISING.

542/529etc POLICE MATTERS. [C] MONTHLY SURGERIES. See above.

542/529etc REPORT ON MEETINGS.
[A] TWINNING. [i] Invoice still awaited from Arts NK/Leisure Connection’s Artist. See also Finance minutes 13.1.11, the cost of engraving was £28 [not £57.14 as shown].
The Twinning Association wrote thanking the PC for the gift.

542/529etc FINANCE AND GENERAL PURPOSES COMMITTEE MEETING ON 8.7.10.

542/529etc REPORT ON MEETINGS.

542/529/etc 1 LETTER FROM MR TREVELYAN OF CANTERBURY DRIVE - PROBLEMS AT THE RESERVOIR SITE.
[A] LETTER FROM MR TREVELYAN – Matter to be left until any further problems develops.

542/529/etc LETTER FROM THE GUIDES REGARDING THEIR CENTENARY CELEBRATIONS. Reply received at last on 18.1.2011 [but dated 1.12.2010] stating that the planting had been carried out at the suggested Village Green sites in October 2010. Thanks were sent to the PC for helping with their centenary commemorations.

542/529/etc MINUTES OF THE HIGHWAYS AND PLANNING MEETING 9.9.2010. See minutes of 11.11.10 for all items except [4].

542/529/etc NORTH KESTEVEN DISTRICT COUNCIL.
[C] DOG WARDEN GRANT. See Finance minutes 13.1.2011. Report for December received. Despite difficult weather conditions, the amount of faeces problems was not as bad as envisaged as problems do appear to deteriorate in bad weather. Warden is keeping a close watch on bad areas.

542/529 etc REPORT ON MEETINGS.
[B] MEETING WITH PRIMARY SCHOOL HEAD RE YOUTH COUNCILS.
See minute 5556[C] following on page 712.

542/530 MINUTES OF THE HIGHWAYS AND PLANNING MEETING 11.11.10.
[5] XMAS TREE – invoices for tree and dressing tree to be paid tonight. Tree cost £97.02 and the dressing and undressing £280 – total £377.02 with the electricity usage bill outstanding.
[8] FLOODING. See minutes 556[A] following on page 712
OTHER MATTERS.
[i] MAIN ROAD – Clerk had spoken with LCC re progress of dropped kerb repair near 34 Main Road. LCC are still negotiating with EON with regard dates for their intended work of undergrounding electricity and removing the overhead wires as LCC do not wish to carry out repairs and then they come along and dig it all up so hence the delay.
It was agreed to write to Mrs Suckling and inform her of the above reasons for the delay.

542/533 REPORT ON MEETINGS.

542/535.1 LINCOLNSHIRE COUNTY COUNCIL.

542/535.2 NORTH KESTEVEN DISTRICT COUNCIL.
[A] DISTRICT AND PARISH ELECTIONS 5TH MAY 2011 [ii] TRAINING SEMINAR. Clerk reported that the scheduled meeting on 1.3.2011 was intended for clerks. A meeting for councillors has been arranged now for 14th March at Sleaford and 15th March at a northern venue yet to be sorted. The 5 Councillors wishing to attend meeting on 1.3.2011 will now go to the one on the 15th March. When venue sorted to inform Councillors.


545 REPORT ON MEETINGS.
NKDC informed PC that their next meeting is on 26.1.2011. Mrs Brighton reported that the Standards Board will not be abolished until the Royal Assent this autumn but then it will be up to the districts councils as to whether they will continue with
Standards Committees. It is very doubtful that NKDC will continue with them due to the costs.

**B] MEETING WITH WASHINGBOROUGH FOUNDATION PRIMARY SCHOOL WITH NKDC CHILDREN’S OFFICER REGARDING YOUTH COUNCILS.** See minute 556[C] following on page 712.

**546.1. LETTER FROM LINCS POLICE INSPECTOR OF THE COMMUNITY SAFETY, M. HOUSLEY.** No reply or reaction received to PC Chairman’s letter.

**MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING held on the 13th January 2011** were adopted.

[1] **AUDIT** – Clerk reported that Mr Holleran has verbally agreed to charge the same amount as last year and will carry out the Internal Audit at the beginning of May.

[2] **CCTV** – [i] Contractor can meet PC on Friday 28.1.2011 to sort lighting queries. R. Dowlman, Mrs Bland and M. Dyche to meet contractor at 10.30am and to ask J. Copsey [PFA] to attend but to meet PC at 10.15am to explain position to him.

[ii] NKDC stated that they can pay grant over before the year end as they already have quotes.

[iii] Planning permission to be sorted after these enquiries settled.

[3] **PAVILION OUTSTANDING ISSUES.** Clerk reported that she has sorted out expenditure discrepancy with Architect. The difference in amounts paid relates to the cost of building regulations which the PC paid direct but were actually included in contract sum. The delay in settling the final account is due to the Building Inspector not accepting the exterior front door handrail. Builder has yet to alter design and Architect cannot clear final invoice until all the building regulations approved.

[4] **PC ACCOUNTS** – actual cost for engraving twinning gift was £28 [not £57.14].

[5] **BARGEBOARDS** – all agreed the work be carried out in this financial year and approved the proposed payment arrangements.

[6] **PRECEPT OTHER ITEMS.** [i] **BUS SHELTER.** Clerk stated that the roof is covered in a heavy duty felt which is stuck down to roofing so it was not advisable to remove. Handyman will try and remove the rotten fascia boards without damaging rest of the roof.

[7] **PRECEPT 2011/2012.** This list was now discussed in full. At this point the Clerk was asked to leave the room in order to discuss the Clerk and new Clerk’s position. See Part B minutes item 560 on page 717 for report.

**TO RATIFY THE 2011/2012 PRECEPT RECOMMENDED BY THE FINANCE COMMITTEE ON 13.1.2011.**

IT WAS NOW FULLY RESOLVED and agreed that NKDC be asked for a 2011/2012 Precept of £92,000 to be paid in two instalments in April and October. The necessary forms to be completed and submitted to NKDC requesting such.

**PLANNING APPLICATIONS.**

[A] Application APPROVED WITH NO COMMENTS tonight.

10/1527/HOUS – erection of porch to south elevation and erection of double garage to existing store at 29 Main Road.
[B] TREES.
N529/01 [Conservation Area TPO] Occupiers of 29 Main Road have requested that a willow [T1] be crowned, cleaned and deadwood removed and a hawthorn [T4] be felled. NO COMMENTS to be made.

[C] STREET NUMBERING. The new house, Penfold Barn, is to be numbered 19 School Lane.

REPORT ON MEETINGS.

[A] MEETING WITH NATURAL ENGLAND RE WETLAND SCHEME ON 14.12.2010. See Appendix Report on this meeting. No further comments were added.

[B] FOUR PARISH CLUSTER GROUP MEETING ON 11.1.2011. See attached notes in the Appendix. Items discussed were as follows.
[1] MEMORIES BOOK – To see if NKDC have any spare copies of the booklet “Food Glorious Food” and to circulate to members. Booklet is also apparently on NKDC’s or Leisure Connections website and to give link address in newsletter.
[2] CENSUS. To add an article in next newsletter encouraging people to return these forms as it does affect local authority’s grant applications.
[3] EMPTY HOMES. Mrs Brighton informed members that any bonus payment for new homes is reduced by the number of empty homes not investigated.
[4] EMERGENCY PLAN. M. Dyche offered to act as this PC’s representative. All agreed with the Four Parish’s proposal to have one Plan for the 4 villages. Clerk to inform Four Parish Chairman and Mr Puncher of Heighington PC of this nomination.
[5] DOG WARDEN. All agreed with proposal to reduce the number of hours per week to 5 from 6 on 1.4.2011. To inform Four Parish Chairman accordingly.

[C] MEETING WITH WASHINGBOROUGH FOUNDATION PRIMARY SCHOOL WITH NKDC CHILDREN’S OFFICER REGARDING YOUTH COUNCILS.
C. Smith and R. Clark attended a meeting with the School’s Youth Council along with Jade Warren, NKDC Children’s Officer on 13.1.2011. It was a very useful and interesting meeting and the attendees were most impressed with the intellect and enthusiasm of the children. The children had drawn up their own agenda and the discussions lasted about an hour. Although the School Council meets every 2 weeks, it was agreed to have another meeting sooner rather than later. Jade Warren is to contact PC and sort a date for another meeting with perhaps our agenda this time. All felt this was a good start for this project. The representatives were unsure whether a separate junior youth council could be achieved or a senior one as the Branston Academy already ran one, which involved Washingborough children.
It was reported that Heighington PC only worked with their Primary School and Branston with their Academy regarding Youth Councils.

MATTERS RAISED BY MEMBERS –STANDING ORDER 76.
The Chairman read out this Standing Order – “ At least TWO Members, with or without the Clerk, must be present at any meeting with any external body.”
The Chairman had put this item on the Agenda to give D. Rose an opportunity to raise his concerns, as he felt that the Standing Order was too restrictive. However, he could not attend tonight’s meeting as he was away on business. After seeking Members’ views, all those present felt that this Standing Order protected them from any misinterpretation of discussions and it was in their best interests that the Standing Order should be retained. It was unanimously agreed that Standing Order 76 should remain unchanged.

**CORRESPONDENCE.**

1. **LETTER FROM MR KINNERSLEY REGARDING THE ARCHERY PRACTICES AND THE RIVER STEPS.** Copy of the letter had been given to Members. Mr Kinnersley expressed his concern over some of the archers using the field directly north of the new Pavilion lately at a weekend [danger to walkers] and the appalling state of the steps onto the river bank at the bottom of the Playing Field. The contents were discussed and noted and it was agreed that the draft reply read out by the Chairman be sent. The reply stated that the Archery Group did abide by strict safety procedures and that the work on the steps i.e. to be built up with hardcore, will be dealt with shortly but the work has been delayed by the recent bad weather.

2. **LINCOLNSHIRE COUNTY COUNCIL.**
   [A] MOBILE LIBRARY SERVICE. LCC wrote to inform the PC that from 31.3.2011 the mobile library service will only be visiting the village once a month for one hour as the attendance had been so low. Noted but all felt that the service here could be fully withdrawn with having a static library.
   [B] PARISH PATHS PARTNERSHIP. LCC wrote asking for the final grant claims be submitted to them as soon as possible so that invoices could be settled by 31.3.11.
   [D] LINCOLN CASTLE AND CATHEDRAL TRADITIONAL CRAFT EVENT ON 21.5.11. LCC are looking for skilled people to demonstrate at this event. Copy of letter to be sent to W.I. and local craft groups.
   [E] WEBSITE details for December forwarded.
   [F] “MOMENT OF PRIVACY HAS PASSED” Exhibition is being held at Usher Art Gallery between 11.12.10 and 6.3. 11. Noted.
   [G] HIGHWAYS NEWSLETTER detailed forthcoming highway work schemes but none shown for this area.

3. **NORTH KESTEVEN DISTRICT COUNCIL.**
   [A] CLUSTER NEWS. Copy circulated to Members. It included changes to the concessionary fare scheme, digital switchover, Playbus and the “Big Tree Plant”. Clerk was asked to clarify the eligibility for the “Big Tree Plant” grants through the Forestry Commission to see if any trees could be obtained through a Four Parish project.
   [B] CONCESSIONARY FARE SCHEME. Both NKDC and LCC informed parishes of the system changes taking place from 1.4.2011. All applications will be dealt with by LCC, there will be no vouchers for taxis and applicants will have to submit photographs with claim. Noted.
[C] ELECTIONS ON 5.5.2011. NKDC asked for the use of the Community Centre on 5.5.2011 for District and Parish Elections. Permission given and charge to remain at £100. Groups using the Centre on that date to be informed of the cancellation or to find alternative accommodation.

[D] COMMUNITY SNOW RESILIENCE QUESTIONNAIRE. Questionnaire was completed but it only asked for details of the problems with the main roads in villages. Discussions followed regarding the problems and practices experienced from late November to January and that local farmers had not been drafted in until very late. It was agreed to write another letter to NKDC highlighting the problems and questioning the lateness of additional help and the emergency planning. All felt that the snow should have been removed as quickly as possible after the heavy falls.

4. RESIGNATION OF L. MINTON. Due to other commitments L. Minton felt that he could no longer remain on the Parish Council. All agreed his resignation would have to be accepted and that a letter of thanks is sent to him. Although a small presentation was arranged on 14.12.10 for Jeff and Sheila Smith, not everyone was able to attend. A letter of thanks is to be sent to them for all the work they have both carried out in the village until moving away from Washingborough i.e. Jeff as Booking Secretary of the Community Centre from 1982 and Sheila as a Parish Councillor for the last 7 years.

5. PLAYING FIELD ASSOCIATION. January minutes received and noted.

6. LALC/COMMUNITY LINCS/VOLUNTARY SERVICES.
   [A] VOLUNTARY SERVICES sent details of their forthcoming workshops in a newsletter which also included some grant providers. All noted.
   [B] COMMUNITY LINCS had recently booked the Community Centre for 2 future events and required a full risk assessment of Centre. Details to be sent.
   [C] LCR Magazine received and is to be circulated.

7. BLOOD. Another donor session was held yesterday and health and safety questionnaire had been completed and forwarded beforehand.

8. BT WAYLEAVE AGREEMENT. BT requested permission to fit 2 jointing box chambers on the field for the use of the mast providers. Chairman had signed the document as it had to be returned without delay prior to Christmas. There is no payment for this exercise. Noted.

9. LINCS SPORTS PARTNERSHIP, Facility Improvement Manager, asked to meet PC and PFA to see if they could help enhance usage of the field and Community Centre’s facilities. Clerk had spoken with Manager but he will come and meet representatives despite the strong usage here. To sort a date and time.

10. BRITISH TELECOM. New contract resulted in a repayment which was credited in December’s invoice.

11. WASHINGBOROUGH PRIMARY SCHOOL’S NEWSLETTER received and noted. It featured the projects they had carried out last term and forthcoming events.
12. Various advertising material received and noted only.

**ACCOUNTS.**

[A] MONTHS cheques for Parish Council in JANUARY 2011 - £5,110.08

Total amount in cheques for Community Centre in JANUARY 2011 - £1,987.06

See separate sheet for details on page 716.

**MINUTES UNDER PART B IN COMMITTEE.**

See minutes 560 on page 717.

The meeting was closed at 21.55pm.

SIGNED .............................. DATE ..............................