

DRAFT MINUTES: CORBY GLEN PARISH COUNCIL

Draft Minutes of the meeting held on Wednesday 9th May 2018 at the Willoughby Memorial Gallery, Corby Glen.

Present: Cllrs Honeywood (Chair), Lamming (Vice Chair), Fowler, Fox, Collins & Walsingham.

In attendance: Cllr M. Hill, Cllr N. Robins, Mrs. S. Parker (Parish Clerk).

Apologies for absence: received & accepted from Cllr Muir.

ANNUAL MEETING of the PARISH COUNCIL

The Clerk supervised the election of the officers for the coming year. The following nominations were received:

Cllr Honeywood as Chairman – nominated by Cllr Fowler, seconded by Cllr Lamming.

Cllr Lamming as Vice-Chair – nominated by Cllr Fox, seconded by Cllr Collins.

Nominations were approved.

Cllrs Muir, Fowler & Fox were re-elected as members of the Greens Working group.

ANNUAL PARISH MEETING

Open Forum - It was reported that the Ron Dawson Hall Committee is struggling to maintain sufficient membership. A meeting will be held in June to attempt to increase committee membership.

The Chairman presented his annual report to the meeting, which included an outline of the Parish Council activities and details relating to the village over the last year.

MONTHLY MEETING of the PARISH COUNCIL

Open Forum – a resident has commented that when the grass is cut the loose grass cuttings are left behind. It was reported the District grass cutting carried out in the village this week was of a poor standard.

- 1. Apologies for absence:** Cllr Muir.
- 2. District, County Councillor & Police Reports:** Cllr Robins reported that there is a new Draft Corporate Strategy for SKDC. A management restructuring is taking place. The new housing strategy is to be published. District Councillors now have a £1,000 fund to spend on initiatives within their wards.
Cllr Hill confirmed the filling of large potholes on Tanners Lane has been completed. The County Council has a backlog of 7,000 potholes needing repair. Work is scheduled to be completed by the end of June. The fault reporting portal is to be updated and Parish walkabouts are being re-instated. Cllr Hill noted that although potholes are being repaired, the sides of the roads are also deteriorating. An extra £9m has been granted to repair roads. Grass cutting started early this year. The NHS is now facing problems at Boston Hospital. A temporary closure of the children's ward may come into force in June. The problem is caused by a severe shortage of staff. Grantham bypass work will soon be underway.
- 3. Minutes of the Parish Council meeting held on April 18th 2018:** Approved & signed as an accurate record.
- 4. Councillors' Declarations of Interest:** none noted.
- 5. Clerk's & Chairman's reports on matters outstanding:**

09/16 Neighbourhood Planning – preparations are continuing for the public meetings on May 30th, June 2nd & June 3rd. Unfortunately, there is only a very small group working on this project and more committee members are required. A banner has been produced to advertise the public meetings, and a leaflet drop will also take place.

69/16 Dyke on Tanners Lane & 55/17 Grass verge on Tanners Lane – Cllr Hill has confirmed that Highways have now filled the bad potholes on Tanners Lane. Cllr Hill has also put in a request for a permanent solution for Tanners Lane/A151 junction for the longer term. The Parish Council has been asked to consider making a financial contribution to the work and a meeting with Rowan Smith, Highways, has been requested.

10/18 General Data Protection Regulation – the regulation becomes effective May 25th 2018. The PC has received various policies for approval. An amendment to the Bill, if passed, will mean Parish Councils will not need to appoint a Data Protection Officer.

13/18 Spring-fed reservoir on Irnham Road – the person with responsibility for the reservoir has been informed of the Parish Councils concerns regarding safety due to the broken fencing.

6. Matters to be resolved:

14/18 To consider approving the Annual return for year ended March 31st 2018 – Councillors resolved to approve the accounts and to sign the exemption certificate.

14/18/01 To approve the Annual governance statement 2017/18 – Councillors resolved to approve the Annual governance statement.

14/18/02 To approve the Accounting Statements 2017/18 – Councillors resolved to approve the accounting statements.

15/18 To consider the annual insurance renewal documents and fee – Councillors resolved to renew the annual insurance policy.

19/18 GDPR Compliance - To adopt the new GDPR policies

- **Data Map**
- **Records Retention Policy**
- **Data Protection Policy**
- **Data Breach Policy**
- **Subject Access Request Procedure**
- **Privacy Notices (General & Members/staff)**
- Councillors resolved to adopt all the above policies and guidelines.

20/18 To receive completed Security Compliance Checklists from Councillors – outstanding checklists to be submitted at the June meeting.

21/18 To resolve that the Council registers with the ICO and pays the relevant Data Protection Fee (£35) – Councillors resolved to register with the ICO and pay the annual fee.

7. Circulated correspondence:

8. Reports from:

Planning: to consider planning applications received prior to and after the publication of the agenda

S18/0641 Smith, The Paddock, Swinstead Road	no objections
S18/0760 Lester, land at 27, Bourne Road	objections made ref. parking allocation
S18/0771 & 0772 Hamblin 32, High Street	no objections

Greens Working Group:

Cllr Fox to purchase 900 daffodil bulbs at a cost of £50, these will be planted in clumps/beds around the Green. Cllr Fox to purchase more weed killer.

9. Payments and Accounts

(i) Bank balances - monthly update approved as set out below.

(ii) Invoices for payment - Councillors resolved to approve payments as set out in schedule below.

Payments and Accounts

Opening Bank balance from 1st April 2018	£ 8,081.21
Income received on bank statement 2018/19 precept	£11,000.18
<u>Invoices cleared on bank statement</u>	
CDPC – Community cleaner March	£128.45
S.Parker – clerks wages & expenses March	£291.09
Closing Bank Balance 30 th April	£18,661.85
<u>Cheques to be authorised/cleared:</u>	
CDPC – Community cleaner April	£132.85
S.Parker – clerks wages & expenses April	£292.19
D. Warden grass cutting April	£170.00
Came & Co. Annual Insurance renewal	£832.67
ICO Registration fee	£35.00
Additions Accountancy Internal Audit	£80.00
Cllr Honeywood – N. Plan expenses Print A Banner	£38.90
Estimated remaining NatWest bank balance (excluding Defibrillator fund & play equipment fund)	£17,080.24 £15,592.83)

<u>Defibrillator Fund</u>	
Total banked to date (inc. VAT refunds):	£2,383.80
Purchases to date (inc. VAT):	<u>£1,761.40</u>
Fund remaining:	£622.40

<u>Play Equipment Fund</u>	
Total banked to date (inc. VAT refunds):	£41,425.44
Purchases to date (inc. VAT):	<u>£40,560.43</u>
Fund remaining:	£865.01

<u>Neighbourhood Plan Costs</u> (to be repaid on receipt of grant funding)	
Print A Banner	£38.90

10. Matters to be further discussed at this meeting:

06/18 Village Flag – Designs were presented from Cllr Fowler & Liz Partridge, 5 designs will be circulated to village residents for views & opinions.

16/18 SKDC Draft Local Plan – SKDC have made amendments to the Draft Local Plan. The Parish Council will await feedback from SKDC regarding the amended Draft Plan and comments made in due course.

17/18 Dog Poo Shaming – Dog fouling remains an issue on public rights of way and it is the dog owners responsibility to clear it up. It is felt online mapping of dog poo locations, with the expectation SKDC would then clear it up, is non-viable.

18/18 Post Office Mobile Van Service – Clerk to contact the Post Office regarding a mobile van service in the village, quoting service schedules of surrounding villages.

11. Next meeting confirmed to take place **at 7.30pm at the Willoughby Gallery on June 13th 2018.**