

## **Langtoft Parish Council**

Clerk's Notes of Meeting held on Tuesday 1<sup>st</sup> July 2014 at  
Langtoft Village Hall

**Present:** Cllrs Brian Branch (Chairman), Derek Risk (Vice-Chairman), Debbie Hallam, Elizabeth Allen, Yvonne McCulloch, Andy Hallam, Andy Halfhide, Trish Garratt, Roy Jackson & Mike Thompson. In Attendance: Steina Bishop (Clerk), Cllr Rosemary Woolley (District Councillor), Cllr Kelham Cooke (District Councillor). There were 5 members of the public.

The meeting was opened at 7pm with the Open Forum.

### **022/14 Open Forum**

A request was made with reference to the sign on Hyde Gardens in that it needs adjusting slightly as it is not clear to drivers. Also there is no sign on Hyde Gardens entrance to Back Lane stating No Through Road. It was also requested that the larger sign at Ash Close needs to be moved to Hyde Gardens. **Clerk will speak to Highways**

A member of the Parish would like Council members to remind residents that cycling should not be on the paths. **Clerk will contact Langtoft School to request a parentmail to be sent to residents asking their Children to ride on the road.**

A member of the Village Hall Committee advised Council Members that Defibrillator's in local villages are being installed. The Village Hall Committee have investigated the cost for this which is in the region of £2000 for inside installation and approx. £3000 for outside installation. They feel that the cost for installing one of these should fall to the Parish Council. The Chairman requested that they investigate costs further and advise at the next meeting.

A resident from Stowe Road reported that speeding coming into the village from King Street is still a major problem and cannot understand as to why the Parish Council has taken no action. Cllr Halfhide advised those present that the Parish Council are doing everything they can to ensure that the correct type of speed sign/camera is installed at both ends of the village. Highways need to approve location prior to installation.

A resident asked as to why the double yellow lines had been installed as some residents were parking on the pavement still on both sides of the street. **Clerk to discuss policing with PCSO Laughton.**

A member of the parish wanted to know why the closure notice for the accounts 2012/13 was not on the website. **Cllr Risk confirmed that it will be on the website.**

Council members were advised that the area known as "Pocket Park" was very overgrown. The Chairman confirmed that this area of land did not belong to the Parish Council and therefore nothing could be done at this time.

A resident enquired that the comments he raised at the AGM in 2013 were in the notes for approval. This was confirmed by the Clerk.

A resident enquired as to the costings detail for Pocket Park and the Cemetery as they were not clear. Cllr Risk confirmed that he would write directly to this resident explaining the schedule to which he was referring.

Open Forum closed at 7.36pm

#### **022/14 Chairman's Remarks**

The Chairman thanked members in the open forum for their questions and comments. The Chairman then moved onto the main agenda.

19.38 Cllr Jackson left the meeting.

#### **023/14 Apologies for Absence**

Apologies for absence had been received from Cllr Larkman and C.Cllr Robinson.

#### **024/14 Declarations of Interest**

Cllr McCulloch declared an interest with regards to planning applications.

#### **025/14 To approve the minutes of the meeting of 13<sup>th</sup> May 2014**

The minutes from the meeting held on 13<sup>th</sup> May were approved, with amendments. These were to coincide with the AGM Notes. Proposed Cllr Halfhide, Seconded Cllr Allen, Cllr Risk abstained, Cllrs Garratt and A Hallam were not present at this meeting and therefore made no comment. Chairman did not sign the notes to ensure approval but will do so at the meeting on 2<sup>nd</sup> September.

#### **026/14 Planning Applications**

The Clerk advised of applications and decision notices received. No comments were raised regarding these. Cllr Thompson advised the Clerk that members would like to see the comments made to planning regarding applications.

19:46 Cllr Jackson re-joined the meeting

#### **027/14 Reports from County & District Councillors**

C.Cllr Robinson was unable to attend the meeting and had given his apologies.

D.Cllr Woolley and D.Cllr Cooke read an email to members from Justin Johnson of SKDC Planning Dept. Thus highlighting that a request for costings relating to planning at 47 East End were submitted prior to 7<sup>th</sup> July. District Councillors will keep members updated on this progress.

Members were advised that Stamford have adopted a cashless car parking scheme, whereby shoppers can pay for their parking via their smartphone.

Members were advised to relay the message about waster recyclers within the District. Any company wishing to remove public scrap, should carry with them the correct licence. Any resident can ask these companies to see it.

Consultations were still be carried out with Network Rail, with regards to Tallington Crossing.

#### **028/14 Pocket Park – to discuss planning application S50/0429/96**

Cllr Jackson advised members that Lincs County Council had asked what particular areas the Parish Council wish to have in place prior to the land being transferred. Members re-confirmed that the footpath leading to Pocket Park is a priority as is a lay-by and not a car park, on the outside of the park.

Cllr Jackson will contact planning to confirm these details. All members agreed.

#### **029/14 Correspondence**

1. Cllr Risk will send email to Mr Brogan relating to his questions raised regarding traffic in the village.
2. To arrange a meeting with Amanda Jenkins from South Lincs Fenland. Cllrs Halfhide, Jackson and Risk to attend. Proposed date of 22<sup>nd</sup> July.
3. The chairman will make a note in his Comments in the Grapevine with regards to hedges in the village.
4. The Chairman and Clerk to write to LCC ref Wall on Peterborough Road

#### **030/14 Finance Report**

Members confirmed they had read the Finance Report. Members were happy for the Chairman and Vice-Chairman to write a formal letter from council to Lincs County Council with regards to recent correspondence relating to the Big Society Fund.

The Clerk advised that within Financial Regulations the Internal Audit frequency needs to be changed from quarterly to half yearly.

Cllr A Hallam confirmed that he will re-address Standing Orders in relation to the "Communication" item within. This will be presented to full council in September.

#### **031/14 Internal Audit Report & External Audit Submission**

The Chairman read the report from the Internal Auditor and made the following concerns that needed action.

1. Regular bank reconciliations with evidence that it has been completed.
2. All invoices in place, particularly for salary payments.
3. Clear evidence on how salaries, tax and national insurance is calculated.
4. All signatures on invoices
5. For the next audit to see all books, paperwork, minutes from previous meetings and any updated orders, regulations or registers.

The clerk requested that the annual accounts be submitted to the external auditors. Proposed Cllr Halfhide, Seconded Cllr Garratt and with the exception of 1 abstention all members agreed.

#### **032/14 Clerk's report**

Members confirmed they had read the Clerks Report and no comments were made.

#### **034/14 Voluntary Donations**

It was agreed by all members to defer this item to the meeting in September.

#### **035/14 Meeting dates for 2014/15**

All agreed with scheduled meeting dates. Cllr Halfhide queried as to why there is no meeting held in August. The Clerk advised this is due to members holidays.

#### **033/14 Recommendations from Events, Amenities & Pocket Park Group**

9.30pm The Chairman asked for a proposal to suspend standing orders for a further 5 minutes. Proposed by Cllr D Hallam and agreed by all members.

### **Events**

Cllr McCulloch requested that a letter be sent to Glyn Plumb on behalf of the Council to thank her class for the art contributions to this year's Christmas card design.

Cllr McCulloch confirmed that the Parish Walk had been well attended by residents but would in future like more Council Members to attend.

### **Amenities**

The group requested that Cllr Halfhide investigate and carry out what is required to change the goal posts at Black Bull Green. All agreed.

The group had looked at the asset register and recommends that there are separate costings for each item listed. Cllr McCulloch confirmed that she has a spreadsheet with the data on and will forward to the Clerk.

The group recommended, through the Clerk, to investigate what would be required to regain control of the Pavillion and sports ground at Manor Way. It was recommended to add this to the agenda for the meeting in September.

**The meeting closed at 9.40pm**