

Langtoft Parish Council

Clerk's Notes of Meeting held on Tuesday 15th October 2013 at
Langtoft Village Hall

Present: Cllrs Brian Branch (Chairman), Derek Risk (Vice-Chairman), Colin Larkman, Roy Jackson, Debbie Hallam, Elizabeth Allen, Trish Garratt, Andy Halfhide & Mike Thompson

In Attendance: Steina Bishop (Clerk), Cllr Rosemary Woolley (District Councillor), Cllr Kelham Cooke (District Councillor) and PCSO Michelle Laughton. There were no members of the public.

The Chairman invited PCSO to read her report.

PCSO Laughton confirmed the following activity in Langtoft over recent weeks. There have been 2 burglaries; 1 catalytic converter stolen from a property on West End and a Generator from New Road. Members were also advised that a small group of youths had been caught lighting fires on Back Lane. These Youths have been reprimanded.

PCSO Laughton asked Council if they had seen the leaflets which are currently being circulated regarding Halloween and Bonfire Night – these leaflets will be dropped off in the village shop and post office tomorrow (Weds 16th Oct)

The Cold calling zone has been completed and all signs have been installed. Advice to residents that if any cold callers do knock on properties, the resident is to contact 101 immediately advising of the cold calling zone.

The Clerk was asked to read the report from C.Cllr Robinson in his absence. C.Cllr Robinson gave his apologies for not attending. C.Cllr's Robinson made the following comments:

As far as the library is concerned, I would hope that we would hear the council's proposal in the next month – but there is as yet no indication as to what this will be. However, I think that the petition which was debated in the full council last month was a very effective means of conveying the strength of feeling in The Deepings area against the closure of our library.

I have regularly tried to persuade the Highways department to improve safety at the King Street/Stowe Road junction, but am assured that speed sensors do not show many cars speeding on that stretch. My own view is that the number of accidents is sufficient evidence that there is a need for more traffic control, irrespective of the speed monitoring results. If the parish council agrees with this, it may be worthwhile their writing a letter (again?) to Highways seeking action. Finally, as the councillor with executive responsibility for the Fire and Rescue Service, I would like to remind everyone to be very careful when lighting fires with the onset of cold weather, having the chimney swept where necessary, checking that smoke alarms are working and making sure that keys are accessible for doors and windows to escape from the house in an emergency. **Action: Clerk to arrange meeting with members of local councils and the Head of Highways in relation to safety measures on King Street. Clerk also to invite representative from Lafarge and Mr D Hiblin of King Street Industrial Estate. The Clerk will liaise with D.Cllr Woolley and advise Cllrs Jackson and Halfhide of date.**

“Sheffield Hallam University are now analysing the feedback received from the eight consultation meetings held in July, over 6,000 surveys, nearly 700 letters, comments made on social media and a number of petitions, including the Save Lincolnshire Libraries petition which obtained over 23,000 signatures. Their analysis will be presented to the Community and Public Safety Scrutiny Committee on the afternoon of 30 October, and we will also be publishing their findings on the Libraries Consultation website www.lincolnshire.gov.uk/librariesconsultation and hard copies will be made available in libraries.

It is intended that the County Council’s response to the consultation will be issued on 22 November, considered by the Community and Public Safety Scrutiny Committee on 2 December and a final decision taken by the Executive on 3 December. Again hard copies of the response, recommendations and decision will be made available in libraries and published on the Libraries Consultation website [www,Lincolnshire.gov.uk/librariesconsultation](http://www.Lincolnshire.gov.uk/librariesconsultation) as they become available.”

The Chairman invited District Councillors Cooke & Woolley to read their reports.

D.Cllr Cooke asked if the Dog Fouling leaflet had been distributed to residents – Clerk advised this was currently in the process of being arranged. Cllr Halfhide asked if members had seen the Dog Poo Fairy poster and asked the Clerk if she could obtain some. Cllr Larkman also commented that the metal dog fouling signs be made available. D.Cllr Cooke advised that the District Council will need to place these signs but would place them in recommended sites as agreed by Council. **Action: Cllr Larkman to finalise the positions of the dog fouling signs and advise to the Clerk. Clerk to Email members with site plan prior to forwarding to D.Cllr Cooke.**

D.Cllr Cook informed Members that the Georgian Festival held in Stamford over 27th – 29th Sept was a huge success with over 22,000 visitors. It was hoped that the Town will be able to capitalise on the event in the future.

D.Cllr Woolley advised that the percentage of waste recycled during 2012-13 was 49.5% just short of the 50% target set but there has also been an increase in contamination rate of 4% to 9%, which means a reduction of £38k

D.Cllr Woolley advised members that the green bin charge has been extremely well supported with a take up of 90%. The extra income was used to offset the operational costs of providing the service and to enhance litter picking and clearing up fly tipping by the provision of extra staff and purchase of another vehicle. The income received after the introduction of the charge was £648k

Grantham College & South Kesteven District Council has teamed up to create a new apprenticeship programme to boost young people training in construction trades. 3 students will join the Council Repairs Team later this year as apprentice joiners and plumbers on a 2yr course.

The Chairman thanked the District Councillors and PCSO for their reports and moved to the main agenda.

7.26pm Cllr Allen gave her apologies and joined the meeting

78/13 Chairman's Remarks

The Chairman thanked all members for being present and gave his condolences to Cllr Thompson's family for their recent bereavements.

79/13 Apologies for Absence

The Clerk received apologies from Cllrs A Hallam & Y McCulloch

80/13 Declarations of Interest

There were no Declarations of Interest.

81/13 To approve the minutes of the meeting of 3rd September 2013

The minutes from the meeting held on 3rd September were approved by all members and signed by The Chairman, pending the following amendment. Item 75/13 Amenities Report states that Cllr Allen had proposed that the goal posts be removed at Black Bull Green Park. Clerk's notes were amended to read that Cllr Allen had asked a question in place of proposing a motion. This item would be carried forward to the next Amenities Group meeting and reported back to Full Council.

82/13 Reports from County & District Councillors

This item was discussed in the Open Forum as there were no members of the public.

83/13 Clerks Report

Items outstanding from the meeting held on 3rd September were confirmed as having been completed, with the exception of the following item

Item 75/13 Events Report from previous meeting requested the Clerk to contact the Woodland Trust for the Free Tree Planting pack – this had been received and the Clerk asked for a member of the Events Group to make the application. **Action: Cllr D Hallam agreed to make the application on behalf of the Council**

84/13 Finance Report

The Clerk read the report from the Finance & General Purpose meeting.

Internal Auditor

The Clerk confirmed that a new Internal Auditor had been found and the first Audit of this financial year would take place at the end of October. Cllr Jackson identified that a letter to the previous Auditor had not taken place. **Action: Cllr Halfhide to formally write and thank the previous Auditor for his contributions to the Audit. Action: Clerk to formally write to the new Internal Auditor.**

External Audit

The Clerk confirmed that the external audit had been signed off and that amendments to the asset register need to be made.

The income and expenses were agreed by members of the finance & general purposes group, which included the petty cash summary.

Bank Account change

Cllr Risk advised members that he had investigated the possibilities of changing the Council's bank accounts to Unity Trust. Members of the Finance & General Purpose Group recommend to council that the account is changed to Unity Trust. It was agreed that the signatories would remain the same with 5 of the 11 Councillors being signatories. Proposed Cllr Jackson, Seconded Cllr Halfhide and agreed by all members. **Action: Cllr Risk to complete application and forward necessary documentation for Clerk to finalise.** Cllr Risk also confirmed that the Clerk would be able to make the initial request for payment transfer with the final authorisation being made by 2/5 Councillors. A lengthy discussion took place regarding the signing of invoices and the Clerk advised council that the current procedure for signing of invoices would remain the same, whereby advising the Finance Group of payments required. Agreed by all members.

Purchase of Land

The Finance & General Purpose Group recommended that the Chairman approach the seller to ascertain if the land in question is still available for sale. The Group also recommend to Council that a meeting should be organised with members of the Village Hall Committee to ascertain if the Parish Council can assist with the purchase. It was agreed at full council that the Chairman approach the seller and upon hearing the outcome advise the Clerk to arrange a meeting with the Village Hall Committee and the Chairman, Cllrs Halfhide, Risk and McCulloch be in attendance. **Action: Chairman to speak with land owner and advise the Clerk of outcome. Clerk to then request a meeting.**

Gritting

The current contractors for grass cutting were unable to provide a quotation for the 2014/15 financial year as they were having technical difficulties with their systems. **Action: Clerk to write to contractor giving details of current gritting route and costs. Clerk to report back to Council in November.**

85/13 Planning Notices

The Clerk advised members that no new planning applications had been received since the previous meeting but approval had been given to S13/2177 New Road & S13/2165 The Rides

Clerk also advised Members that the weekly planning list had ceased since the change of council email address but will contact Anne Brooks with the new details and will forward to members.

Action: Clerk to contact SKDC Planning

86/13 Correspondence

Council members were in receipt of the correspondence received since the last meeting and the following comments were noted.

The Clerk asked if any Councillor would be prepared to complete The Planning Consultation Questionnaire. Cllr Allen did so at the meeting. **Action: Clerk to send completed questionnaire.**

86/13 Reports from Events & Amenities Group

Events

Cllr Garratt read the Events report and the following recommendations/proposals were made.

1. A headstone has fallen over in the Cemetery and request the Clerk to write to the family to advise and repair. **Action: Clerk to ascertain plot and write to family**
2. Request that the Clerk order the wreath for the Remembrance Parade at the Church. Clerk confirmed this had already been placed. **Action: Clerk to check with Cllr A Hallam if will lay the wreath at the service.**
3. The dates for the "Christmas at the Crossroads" was set for 2nd December to commence at 6.30pm
4. The Chairman confirmed that he would source the Christmas Tree for this year. **Action: Chairman to report to Clerk/Events Group**

Amenities

Cllr Jackson read the Amenities report and the following recommendations/proposals were made.

1. Pocket Park – as no further action has been taken regarding the purchase of Pocket Park, Amenities would request the Clerk to write to County Councillor Robinson for his support with moving the purchase forward. To also advise that Cllr Jackson would be the point of contact if required. **Action: Clerk to email C.Cllr Robinson**
2. Cllr Jackson is to have a meeting with a Park Inspector regarding the tyre trail at East End Park
3. Amenities are currently compiling a list of outstanding works required at both Black Bull Green and East End Park.
4. Amenities recommend changing the goal posts at Black Bull Green.
5. To request the Clerk write to the Road Safety Partnership regarding the recent speed survey on West End and request an accurate Archer Survey. **Action: Clerk to write to RSP requesting an archer survey be carried out on Stowe Road.**
6. To note that the grit bins need checking to see if salt is required and to also note that the shovels have been taken and that dog walkers are depositing their dog fouling bags within these bins.

87/13 Budget Setting 2014/15

The budget was presented to Council and following minor amendments will be forwarded to members within 2 weeks to ensure that all budget requirements are met. Clerk to add a variance column and to send to all Members within a two week period. **Action: Clerk**

88/13 Grapevine Update

The Clerk confirmed that the Grapevine was with the printers at the time of the meeting. A discussion took place regarding the monitoring and overseeing of the Grapevine. Members recommended speaking with the Editor to ascertain whether he would like support with the publication and if in agreement the Clerk will draw up a poster to be displayed in all available places within the village.

89/13 Date of next meeting

26th November 2013

Date of Forthcoming Meetings / Events

Events Group Meeting – 12th November

Finance & General Purpose Group Meeting – 19th November

Christmas at the Crossroads – 2nd December 6.30pm