

Langtoft Parish Council

Clerk's Notes of Meeting held on Tuesday 26th November 2013 at
Langtoft Village Hall

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

In Attendance: Steina Bishop (Clerk), Cllr Rosemary Woolley (District Councillor), Cllr Kelham Cooke (District Councillor). There were 3 members of the public.

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

One member of the Open Forum asked members what the situation was with the Grapevine and was concerned about its lateness. The Chairman confirmed that this was Item 6 on the main agenda. Further discussions took place regarding content and advertisers. Council were also asked if the text could be made larger as some of the text was too small to read.

7.08pm Cllr Halfhide joined the meeting

It was noted that one member of the open forum was very grateful for the Grapevine.

A parishioner asked if the Parish Council were getting too involved with matters that would not necessarily concern them i.e. parking on grass verges, selling cars. Members confirmed that this matter was brought to council's attention and therefore was discussed.

Questions from 2 members in the open forum regarding the development of Pocket Park. Cllr Thompson confirmed that this was an item on the agenda and would be discussed fully later. Members did agree however, that the parishioners do need to be updated on the situation with Pocket Park – Cllr Garratt confirmed that a statement is to be produced and placed on the website and in the next edition of the Grapevine. **Action: Cllr Garratt to prepare a report for insertion in the Grapevine and for the website**

Richard Kelly, on behalf of the Church thanked Council for their permission in erecting the Christmas Tree Festival banner.

Open Forum closed at 7.30pm

90/13 Chairman's Remarks

The Chairman thanked all members for being present and asked that the meeting be kept crisp and in order.

91/13 Apologies for Absence

The Clerk received apologies from C.Cllr Robinson, Cllrs A Hallam, R Jackson and Cllr Larkman. The Chairman advised members that Cllr Larkman was in hospital and on behalf of the Council would like to wish him a speedy recovery. The Chairman would also like to give his condolences on behalf of Council members to the Family of Alistair McQueen (previous Clerk) as he had recently passed away.

92/13 Declarations of Interest

There were no Declarations of Interest.

93/13 To approve the minutes of the meeting of 15th October 2013

The minutes from the meeting held on 15th October were approved by all members and signed by The Chairman. Proposed Cllr Thompson, Seconded Cllr D Hallam and agreed by all members.

94/13 Reports from County & District Councillors

D.Cllr Cooke confirmed that 47 East End was now being dealt with external consultants to try and move planning applications forward. D.Cllr Cooke also confirmed that investigations were taking place regarding safety issues surrounding 47 East End. The Clerk advised that the boards at the front of the building had been re-attached and now looked safe. D.Cllr Cooke to advise the Clerk of any further progress in due course.

95/13 Grapevine

After a lengthy discussion regarding the Grapevine it was recommended by the Clerk, to assist the current Editor that Council retain the Grapevine to input the Council items and paid advertisements and that the Editor should concentrate on other editorial items. The Council reaffirmed its view that adherence to the publication timetable was a priority and should not be delayed for late items. Progress should be monitored by telephone in the first instance and then via email to confirm it was in order. Proposed Cllr Thompson, Seconded Cllr D Hallam and agreed by all members. **Action: Clerk to discuss with the Editor.**

Members also agreed that there needs to be a priority on issuing the latest edition by the 1st December.

96/13 Bus Shelters

The Clerk had received correspondence enquiring as to why the bus shelter is not in line with the bus stop. Members confirmed that the bus shelter on West End Side of the A15 remains in its current place as it would cause poor visibility from the private road leading onto the A15. The Chairman also confirmed that it would not be physically possible to place the shelter near to the bus stop due to the width of the path.

97/13 Traffic Regulation Order

The Parish Council are pleased that progress is being made in relation to double yellow lines to the entrance of West End and that no further comments need to be made to Lincolnshire County Council. **Action: Clerk to advise LCC that the Council are happy with the proposal.**

98/13 Pocket Park

Cllr Garratt recommended that a separate group be initiated to deal with the ongoing development of Pocket Park. Proposed Cllr McCulloch, Seconded Cllr Thompson majority agreed. Members of the Pocket Park Group are Cllrs Jackson, Garratt, Allen and Risk. **Action: Clerk to update Councillors List in Grapevine.**

Gritting was also raised at this point and members confirmed that the Clerk should contact the Contractor regarding the call out procedure and to be the first point of contact. Cllr Thompson advised that Cllr Jackson could also be a point of contact in the Clerks absence. **Action: Clerk to discuss call outs with the Contractor and to discuss with Cllr Jackson if he would be happy with being a point of contact.**

99/13 Clerks Report

Para 3 of the Clerks Report – Cllr Larkman to arrange locations of dog fouling signs. Members requested that this be taken over by the Clerk in the interim. Members confirmed that there were currently adequate signs at the park but agreed with the Clerk that signs may be needed on Back Lane. **Action: Clerk to action**

100/13 Planning Notices

Council acknowledged the planning applications but agreed no comment on both applications.

101/13 Recommendations from Events & Amenities Groups

Events

1. Progress on fallen headstone. Clerk confirmed that the family in question had been sent a letter.
2. Confirm arrangements for working party for Xmas Tree – this has already been erected and decorated with the lights.
3. Reconvene Group to progress Pocket Park – see item 98/13

Amenities

1. The provision of quotes for installation and repair of play equipment are still under way. Some figures have been received for East End Park but still awaiting quotes for Black Bull Green.
2. Stowe Road re-surfacing was discussed and noted that the Clerk was in correspondence with Highways. Cllr Garratt asked the Clerk for the latest update. **Action: Clerk to contact Highways for an update and to report back.**
3. Report to be given to Cllr Halfhide regarding King Street Meeting held on 13th November – Clerk confirmed that the notes would be available after the meeting and would be emailed to all members involved.
4. A suitable specification is being produced for the works required at Black Bull Green and East End Park. For Black Bull Green the amenities group would recommend a new timber fence along the West side similar to that along the North. Members confirmed that further discussions would take place once the specification was complete.

102/13 Budget & Precept Setting 2014/15

The Council considered the budget requirements and consequential precept for 2014/15.

The Council has been conscious of the economic climate over the past few years and noted that the precept in 2008/09 was £25,000, this was reduced in 2009/10 to £23,000 and further reduced in 2010/11 to £20,000 and the held at this level for 3 years to the current year.

During this time staff costs have not increased but will next year due to the recent LGA pay award. Other running costs have gradually increased due to inflation, but the biggest increase is due to the winter gritting, which started in 2011/12 at a cost averaging £3000 per annum. No costs have yet been incurred on Pocket Park.

Year End cash reserves have steadily declined in recent years and some increase in the precept for 2014/15 is now necessary to cover projected expenditure.

The Council resolved to increase the total parish precept by £1000 to £21,000 for 2014/15. This would increase individual household's parish council tax by 5% which is an approximate £1.31 annual increase per property (at band D). Proposed Cllr Halfhide, Seconded Cllr Garratt and agreed by all members.

Cllr Thompson asked if an increase could be given to advertising costs for next financial year. Cllr Risk and the Clerk confirmed that an increase was made to advertising costs in 2011/12. Cllr Halfhide advised members that the advertising charges that are currently being charged are very low in comparison to many other Parish Magazines.

103/13 Date of next meeting

After a brief discussion regarding the next meeting date it was agreed to continue with the current meeting schedule and therefore the next meeting date will be the 7th January 2014.

The meeting closed at 9.29pm