

**DRAFT MINUTES**  
**SOUTH WILLINGAM PARISH COUNCIL MEETING**  
**WEDNESDAY 17 JANUARY 2018**

**Present:**

Councillor D Challender

Councillor P Elliott (Chair)

Clerk: Councillor S Asquith

**Residents' Forum**

No residents attended.

**1 Apologies for absence:**

Cllr P Cutts owing to family matters and Cllr M Edmundson as on holiday.

**2 Declarations of interest in any items on this Agenda:**

There were no declarations of interest.

**3 To agree the Minutes of the Meeting held on 22 November 2017:**

The Minutes were agreed as a correct record and signed by the Chairman.

**4 Matters arising from the Minutes held on 22 November 2017:**

Cllr Asquith had prepared the cheque for Mr B Charman and it was signed at the meeting. **Action: Clerk to deliver the cheque.**

**5 Financial matters. Presentation of financial report and bank statement:**

The current bank account and financial report were circulated and approved.

**6. Draft Budget 2018/19**

Cllr Asquith had prepared and circulated the draft budget for 2018/19 via email prior to the meeting. Those at the meeting approved the reduction in precept to £600 from £900 as SWPC was carrying a generous surplus against projected expenses.

Cllr Asquith had checked the increase in LALC subscription and reported that it was a negligible amount. Cllr Elliott asked whether membership was useful. Cllr Asquith said that it was a useful source of information and support.

The draft budget was approved.

**Action: Cllr Elliott would complete the precept form and return it to ELDC.**

## **7. Risk management:**

The meeting agreed that a risk assessment needed to be done on the newly-adopted phone box. As councillor responsible for material assets, it was agreed that Cllr Edmundson would be asked to complete a risk assessment when the phone box was fully decommissioned. **Action: Cllr Edmundson to undertake a risk assessment of the phone box.**

## **8. Vice chair**

No one volunteered to act as vice chair. It was agreed to function without this role filled.

## **9. Current vacancies:**

There are two vacancies on the SWPC. Cllr Elliott said that there might be someone interested in joining the parish council. He had contacted the editor of the South Willingham Chronicle to advertise the vacancies but had not received a response. A notice of vacancies had been displayed in the bus shelter.

## **10. Tree-felling/drainage update:**

Notices for the closure of Donington Road for drain clearance and some tree removal had gone up. Work was to be between Poplar Farm and just beyond the bridge. Trees were to be felled to final spacings to allow for access. The Council would clear the verge and then it was the responsibility of the Heneage Estate to clear the ditches. The Estate was also going to clear some trees by the field entrance further up the road to improve visibility. Richard Littlewood from ELDC was to be present during the works.

## **11. Adoption of the phone box:**

BT had cashed the £1 cheque for adoption of the box by SWPC and Cllr Elliott had received the agreement back from them. Decommissioning was now awaited.

Regarding a use for the phone box, Cllr Elliott had put notices inside the box and in the bus shelter asking for village opinions. So far, he had received no reply. **Action: Cllr Elliott to approach the Chronicle and the website to advertise for ideas for a use for the box.**

Cllr Asquith informed the meeting of an email circulated via LALC stating that the British Heart Foundation offered grants for defibrillators on a first come, first served basis. The website is: <https://grants.bhf.org.uk/login.aspx>

Mrs M Ferguson had emailed to ask about possible planting around the box to make it look pretty. The meeting recalled a previous discussion at the time of the Best Kept Village competition when this idea did not progress further. Any form of planting would have to be maintained by someone. The meeting would review all comments regarding the phone box at the end of the consultation period.

The bulb in the phone box had started to flicker and Cllr Elliott would ask BT to check this on decommissioning. **Action: Cllr Elliott to liaise with BT on the condition of the phone box at the time of decommissioning.**

**12. Planning matters:**

None received.

**13. Correspondence:**

Information via LALC had been received regarding new General Data Protection Arrangements and the appointment of data protection officers. It was agreed to monitor advice as it was issued.

Citizens Advice had written to all councils requesting a possible donation. The meeting decided against a donation.

Lincolnshire County Council was promoting a campaign for fairer funding at [www.lincolnshire.gov.uk/fairerfunding](http://www.lincolnshire.gov.uk/fairerfunding).

Mrs M Ferguson had emailed to raise the issue of the defacement of the road signs. As previously reported, it would be too expensive for Highways to amend or replace the signs. The meeting would further consider its options. She also requested that ELDC be contacted about the streetlamp outside The Old Post Office not working. The meeting referred to previous minutes which covered ELDC's plans regarding replacement of old sodium lights. The light referred to is on a concrete post which are due for later replacement when the bulb will be attended to. The meeting noted Mrs Ferguson's concerns about how dark the pavement was without the lamp being lit.

**14. Items for next agenda:**

Risk management (standing item)  
Current vacancies  
Tree-felling/drainage update  
Ideas for use of phone box  
Village Tidy Up (possible date Sunday 4<sup>th</sup> March)

**15. Date of Next Meeting:**

*Thursday 22<sup>nd</sup> March at 7 pm.*

Meeting closed at 7.30 pm

Signed:

Date:

Chairman