

**DRAFT MINUTES**  
**SOUTH WILLINGHAM PARISH COUNCIL MEETING**  
**TUESDAY 15 JANUARY 2019**

**Present:**

Cllr D Challenger (acting Chair)

Cllr M Edmundson

Cllr M Ferguson

Clerk - S Asquith

**Residents' Forum**

No residents attended this part of the meeting.

**1 Apologies for absence:**

Cllr P Elliott for work reasons.

Cllr P Ferguson was attending another meeting.

Cllr Fry (ELDC)

Cllr Bradbury (LCC)

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

None.

**3 To agree the Minutes of the Meeting held on 14 November 2018:**

The Minutes were agreed as a correct record and duly signed by the acting Chair.

**4 Matters arising from the Minutes held on 14 November 2018:**

The Clerk had contacted Cllr Bradbury regarding work to clear the footpaths of weeds and encroaching grass who said she would make sure SWPC was on the schedule.

No formal notice from the auditors regarding SWPC accounts had been received. The Clerk would try to obtain this again. **Action:** Clerk to again request a formal document confirming acceptance of this year's submission and to find out if a return is expected next year should we self-exempt again.

The cheque given to Market Rasen Racecourse for £10 for the noticeboard had not been cashed.

## **5 Financial matters.**

The financial report, alongside the latest bank statement, was circulated and approved.

Payment to the Clerk was postponed in order to clarify the figure.

SWPC had received a grant from ELDC for £300 for community works. The meeting wished to express their thanks to Cllr P Ferguson for his work on applying for the grant.

## **6 Budget 2019/20**

Councillors agreed to budget to maintain expenditure as follows:

Insurance premium	£144.59
Parish hall donation	£ 50.00
Parish website	£ 52.96
LALC membership	£ 90.00 (to allow for any increase)
LIVES donation	£ 50.00
Churchyard donation	£ 50.00
Church clock donation	£ 50.00

An additional donation was agreed for the local history group towards access to a research website. The donation would be given on confirmation of the total amount required (£300) being raised.

Local history group	£ 50.00
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An additional amount was added to the budget for improvements to the bus shelter including replacement of the cork noticeboard, fitting of the new noticeboard and some paintwork. The Clerk had located the original agreement with ELDC for the bus shelter. SWPC had responsibility for upkeep and maintenance of the bus shelter. Any damage or major repair would be covered by ELDC.

Bus shelter improvements	£100.00
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An additional amount was added for village scenic improvement (see item 10)

Scenic improvement	£400.00
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Councillors agreed to budget for expected expenses as follows:

Admin	£ 25.00
Parish clerk	£480.00

Phone box maintenance    £200.00

TOTAL                            £1742.55

Councillors agreed that the precept was sufficient and should remain at the reduced figure of £600. The precept form was signed. **Action:** The Clerk is to inform ELDC by 21<sup>st</sup> January 2019.

## **7        Councillor vacancies:**

The situation had not changed. Any new councillors would be very welcome to join.

## **8        Risk management:**

No incidents had been reported.

## **9        Planning matters:**

Nothing had been received.

## **10      Parish Council initiatives:**

Village scenic improvement:

Cllr Ferguson submitted a paper (attached) describing work, as discussed at the previous meeting, to carry out a planting scheme around the village. The estimated cost is £1050. The amount requested from SWPC is £400. This figure was agreed and added to the budget.

Phone box:

It was reported that the phone box light was not working. This should have been checked when BT handed over. Cllr M Ferguson suggested that SWPC should have received a certificate of proof of good condition when the box was decommissioned. **Action:** Cllr Elliott is to seek out the agreement and contact BT as necessary.

Cllr P Ferguson had prepared a paper (attached) as requested at the previous meeting to cost the electrical work, LCD display and joinery for a possible display in the phone box. Total cost is £899. The meeting discussed these ideas and the unanimous decision was that such a display could invite vandalism and could result in more expenditure should it go wrong. Councillors decided that a more low-tech approach would suit the village better. Ideas such as a laminated OS map covering the back wall of the box, a book of laminated pictures of the village in times past, information on walks and pubs etc and a visitors' book were put forward. It was agreed that any expense beyond the £200 put aside for phone box maintenance would be met from the projected budget surplus. However, a further community grant had been applied for.

The meeting agreed that a project group to take forward the phone box plans would be a good idea. **Action:** Clerk to put a sign in the bus shelter requesting membership.

**11 Correspondence:**

The newsletter from the Biscathorpe development site had been circulated.

**12 Items for next agenda:**

Confirmation of draft budget  
Remuneration of the Clerk  
Confirmation of date of meetings 2019/20

**13 Date of Next Meeting:**

Wednesday 20 March 2019 at 7 pm

*Proposed meeting dates:*

*20 March 2019*

*8 May 2019*

*10 July 2019*

*11 Sep 2019*

*13 Nov 2019*

*15 Jan 2020*

*18 Mar 2020*

Meeting closed at 8.25 pm

Signed:

Date:

Chairman: