

DRAFT MINUTES
SOUTH WILLINGHAM PARISH COUNCIL MEETING
WEDNESDAY 24 JULY 2019

Present:

Cllr P Elliott (Chair)

Cllr M Ferguson

Cllr P Ferguson

Clerk - S Asquith

Residents' Forum:

There were no attendees.

1 Apologies for absence:

Cllr D Challender – on holiday

2 Declarations of interest in any items on this Agenda:

Cllr P Ferguson declared that he would be claiming for items bought as part of the village improvements works.

3 To agree the Minutes of the Annual Parish Meeting held on 9 May 2019:

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

4 To agree the Minutes of the Parish Council Meeting held on 9 May 2019:

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

5 Matters arising from the Parish Council Meeting held on 9 May 2019:

The Clerk had written a thank you letter to Marcus Edmundson for his work as a councillor over many years.

Cllr P Elliott had not received the wording for the permissive footpath signs from the solicitor so that he could make the signage. **Action:** Cllr Elliott to chase this up.

The Clerk had delivered all the cheques that were signed at the previous meeting.

The dedicated parish council noticeboard had been erected on the side of the bus shelter. The meeting recorded its thanks to John Biggs for his work on this.

The meeting decided that online banking was not necessary with the small amount of payments passing through the account and the high level of responsibility it would place on the Clerk.

6 Financial matters:

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

As the Tesco grant had now been received the meeting decided that the budget should be amended to take account of the income and allocate it as agreed. Therefore, the meeting agreed to increase the budget for the phone box project to £700 and for the village scenic improvements to £1200. These changes will be reflected in next meeting's financial report. **Action:** Clerk to make changes.

The Clerk had received an invoice from ELDC for the cost of the parish council election for £48.50. A cheque for this amount was signed at the meeting. Cllr M Ferguson commented that the income from the rental of the parish hall for council elections more than covered this invoice. **Action:** Clerk to send the cheque to ELDC.

The Clerk reported that a cheque for £300 had been signed and delivered to Denise Hart for the work on the scenic improvement planters. Andy Hart had kindly agreed to make these.

7 Councillor vacancies:

Councillors were approaching residents to try to interest them in joining.

8 Roles and responsibilities 2019/20:

The meeting agreed to maintain the same roles and responsibilities as the previous year.

9 Risk management:

Cllr P Ferguson explained the involvement of Highways in the placement of the planters at the foot of the village signs. They required public liability insurance and to be notified when they were to go into position. They also required that the Parish Council had responsibility for maintenance and removal, if necessary. All requirements were met. Cllr P Ferguson commented that the Hainton Road planter would be partly on land owned by The Sycamores but that the property owner had agreed to this.

10 Planning matters:

The meeting agreed that it wished to continue to receive copies of planning applications and would provide the email addresses of the Clerk and Chair so that ELDC could send them electronically. **Action:** Clerk to reply to ELDC correspondence as above.

No planning applications had been received.

11 Parish Council initiatives:

Welcome to the Village letter:

Cllr Elliott proposed that each new resident on moving in could be given a letter welcoming them to the village and giving them local information. This could include inviting them to their first village event free of charge and a voucher for 10% off a meal at the Heneage Arms. The letter could explain the role of the parish council and would encourage them to take an active part in the village. It could also include a list of local trusted traders. The newsletter previously produced by Paul Fuller was discussed and it was decided that he should be approached for his input. **Action** Cllr Elliott to liaise with Paul Fuller.

It was also decided that Cllr Elliott could propose to Nigel Spencer, editor of The Chronicle, a newsletter that he produces, that the Parish Council could contribute a regular column about its initiatives. **Action** Cllr Elliott to liaise with Nigel Spencer.

Phone box:

The first meeting of the phone box working group had met and jobs been allocated. Cllr P Ferguson had contacted the electricians, who were expected in the next few weeks, to make the electrics safe and keep the light on. This was at a cost of £464. When this has been done the internal boarding would be undertaken by the volunteers.

Village scenic improvement:

The planters had been made. Planting was still under discussion but it was expected that it would be carried out by volunteers rather than by the garden designer, Jo Rouston, who was to be asked for guidance and possible plant supplier contacts. Planters were expected to be in place by the end of August with the help of Dave Nutten and Barry Charmin. There would also be planning on the grass triangle at the end of Donington Road.

The Parish Hall Committee had agreed to fund window boxes and planting outside of the village hall.

Path clearance had not taken place and the Clerk was to contact Cllr P Bradwell, LCC, to follow this up. The meeting discussed the possible purchase of its own weed spraying equipment so as to keep on top of the overgrowth. This would involve the commitment of a group of volunteers. **Action:** Clerk to contact Cllr Bradwell.

CCTV:

Owing to several other initiatives on the go and a lack of funding in this year's budget, it was decided that this initiative would be held over to next year. Cllr P Ferguson had contacted a local firm for a possible quote. It was noted that there were several legal implications with a village-run system.

Pond clearance:

It was decided that this was to be held over to next year.

12 Correspondence:

The Clerk had circulated information as follows:

Gigabit voucher – information was to be put onto the village noticeboard.

Touring theatre scheme – the meeting thought that the parish hall or Heneage Arms might be interested in this.

13 Items for next agenda:

None

14 Date of Next Meeting:

Wednesday 11th September 2019 at 7 pm.

The meeting closed at 8.05 pm

Signed:

Date:

Chairman: