



Minutes of Witham St Hughs Parish Council meeting held on Wednesday 21 July 2021 at 7.00pm at the village hall.

Present Cllr Karen Harrison - Chairman, Cllr's Hall, Houghton & Bell

County Councillor Marianne Overton

Rachel Popplewell – Clerk.

Cllr Marianne Overton made comment that the new Local Plan was out for consultation until 24.08.2021, and comments can be submitted until then. It did highlight that Witham St Hughs was earmarked to have 1275 new homes built plus services. One of the main points in the plan was Carbon Production to be neutral on the site, if this wasn't achievable then developers would need to buy into wind turbines.

The new Local Plan was to cover 2018 – 2040.

Agenda Items.

1. Welcome & Apologies.

The Chairman welcomed everyone to the meeting.

Apologies were received and accepted from Cllr Snape & Cllr Linnell. It was **Resolved** to accept the request & reason for absence proposed by Cllr Harrison, seconded by Cllr Hall – All Agreed by show of hands.

The Chair made comment that she had received Cllr Branagans' letter of resignation, stating work commitments as reason for resigning. Action Clerk.

2. TO RECEIVE DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011 AND OUTLINED IN THE COUNCILS CODE OF CONDUCT – being any pecuniary interest in agenda items not previously recorded on Members' Register of Interest and any written requests for dispensations.

None received.

3. Health & Safety brief.

The Chair made comment that the bridge at the back of the MUGA was being rebuilt, in time for the beer festival.

4. Notes of the Parish Council meeting held on Wednesday 16th June 2021.

It was **Resolved** to approve the notes as minutes – All Agreed by a show of hands, signed by the Chairman.

5. Clerks Update, Correspondence and resolve to agree any actions/costs.

The Clerk made comment that she instructed the Tree and hedge cutting contractor to replace the tree on warren land that had been damaged.

The order had been submitted for the 5000 snowdrops – these would be delivered towards the end of the year.

The Clerk had contacted LCC regarding the repainting of the lampposts, they were still to reply.

The approval of 2 additional skips required to clear the allotments, has been forwarded onto Karl Gandy the allotment co-ordinator to organise.

The Clerk made comment that the LCC website for the parish council was being constructed, as soon as it is available, all existing documents and pictures will be moved across, the old website will then be shut down.

The Clerk was asked to get an additional quote for hosting the emails, before the renewal date at the end of the year.

Action Clerk.

Cllr Hall made comment that he had received two quotes for the plaque for the COVID-19 support group, of £35 brass plaque or £25 none brass. It was **Resolved** to opt for the non brass plaque – All Agreed show of hands.

Action Cllr Hall.

The Clerk made comment that she had received a quote to carryout Water System Remedial Works after the annual inspection of £236.69.

The Clerk had also enquired about training for the new caretakers to include the weekly, monthly & quarterly water checks this would be £120 p/p. Clerk was asked to clarify if the training was available Face-to-Face, if possible, could it be incorporated with the remedial works.

Action Clerk.

The Clerk was asked to organise a meeting with the VHEC to clarify the new cleaning regime, now the hall has been reopened.

Action Clerk.

6. Residents Correspondence.

The Clerk made comment that she has received numerous email/letters of complaint regarding the grass cutting in the village. The majority relate to areas that are not the responsibility of the Parish Council, but remain with the developer or management company, for these complaints the correspondence has been forwarded onto the relevant company. The remaining areas we are in communication with our open spaces contractor who has recently taken on the contract and is still familiarising themselves with the areas of responsibility.

The bus shelters in the village have been painted by a local volunteer to cover the graffiti.

The Allotment warning letters have been issued, these will be discussed at the next meeting on the 28.07.2021.

7. Finance.

a. To Authorise the signing of orders for payment, list previously circulated.

It was **Resolved** to approve the list of payments – All agreed, show of hands.

b. To receive the Bank Reconciliation as at 30.06.2021.

The bank reconciliation as at 30.06.2021 was presented to the council, showing the accounts balanced – signed by Cllr Bell.

The Clerk reminded the councillors to look at the new bank account information that had been sent through for the next meeting

Action All Councillors.

8. Play Park repairs Update.

Cllr Harrison made comment that the repairs are due to start 26.07.2021. The gates were also to be looked at as they weren't closing properly.

9. Open Spaces Update.

Cllr Harrison made comment that an email had been sent to the grass cutting contractor as the level of work wasn't up to standard. The hedges and bushes are growing quickly, the contractor is aware and will keep on top of it?

10. To discuss and Resolve to sign the Transfer Documents for the Open Space and Playing Field Land (LL145258) Warren Lane.

After discussions it was **Resolved** to sign the Transfer documents once the remedial works have started by Strawsons – deferred to the next meeting.

11. To consider the costs to provide a shared mobile phone for the Caretakers.

Cllr Hall made comment that a new phone plus a sim only contract would be best value for money for the caretakers. Cllr Hall to forward information. Approximate cost being £100 for the phone plus £5pm sim only contract. Action Cllr Hall.

12. To consider the following planning applications,

- a. Application to discharge condition 7 (landscaping) and 23 (Construction Management Plan) re planning permission 15/1347/OUT (Erection of up to 1,100 dwellings and 150 care/retirement units (C2/C3), the formation of a roundabout to Camp Road, A46 junction improvement works, public open spaces and associated service infrastructure (outline with means of access)
Cell 6, Witham St Hughs Phase 3 East of Camp Road, Witham St Hughs
Ref – 21/0668/DISCON
- b. TO VARY CONDITIONS 2, 5, 14 AND 40 OF PLANNING PERMISSION 19/0439/CCC TO ALLOW THE USE OF CONVEYORS TO TRANSPORT MINERAL ON SITE, AND MINOR CHANGES TO PHASING AMENDMENTS
LOCATION: SWINDERBY QUARRY, CAMP ROAD, WITHAM ST HUGHS
GRID REFERENCE: 487611 361790
Ref – PL/0084/21
- c. Erection of 16no site-wide directional signs for Phases 1 to 3
St Modwen Park Lincoln, Camp Road Witham St Hughs.
Ref 21/0780/ADV
- d. Change of use from workshop to gym
Land at St Hughs Business Park, Camp Road, Witham St Hughs.
Ref 21/0823/FUL.

After discussions it was **Resolved** to submit 'no comment' to all the applications above – All Agreed.

13. To Discuss the arrangements for the Remembrance Day Service.

Comments were received regarding the service, after last year's success it will again be live streamed on Facebook. Cllr Houghton offered to help organise the event along with Cllr Snape.

14. To discuss the options to celebrate the Queens Platinum Jubilee.

The Chair offered to speak to the VHEC to collate ideas for next year's celebrations.

15. To Agree new Terms & Conditions for regular hall bookings.

Cllr Bell had drawn up new Terms & Conditions for the regular bookers of the hall, to include a cleaning regime and how the hall must be left after a booking, due to the fact there isn't a caretaker available 7 days a week.

16. Date and time of the next meeting

To be confirmed

Signed

Date

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