



Minutes of Witham St Hughs Parish Council meeting held on Wednesday 17 November 2021 at 7.00pm at the village hall.

Present Cllr Karen Harrison - Chairman, Cllr Spencer Hall, Cllr Danny Bell & Cllr Emma Houghton

Cllr M Overton - County Councillor

Cllr P Overton – District Council

Rachel Popplewell – Clerk

3 members of the public.

Comments were received from the members of the public regarding the condition of the footpaths, on the periphery of the village. The Chairman made comment that the parish council are in the process of obtaining quotes to get the footpaths repaired, this was a time-consuming process made more difficult with the recent pandemic.

Further comments were received regarding the amount of litter on Camp Road, a request was received asking if bins could be installed near to the new bus stops. The Clerk was asked to contact North Kesteven District Council & St Modwen. Thanks were passed onto the resident who picks litter on a regular basis along Camp Road.

No comments were received from Cllr Peter Overton

Cllr Marianne Overton made comment that she had attended COP26, the climate change conference. Adding that there was £1.48 billion set aside to help reach a carbon footprint of net zero.

She encouraged the parish council, to see if they could look to reduce their carbon footprint. There are tools and information available online.

Agenda Items.

1. Welcome & Apologies.

The Chairman welcomed everyone to the meeting.

Apologies were received and accepted from Cllr Snape.

It was **Resolved** to accept the request & reason for absence for Cllr Snape, proposed by Cllr Harrison, seconded by Cllr Hall – All Agreed by show of hands.

Cllr Linnell absent – reason for absence not approved – All Agreed, show of hands.

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.

Nothing to report.

4. Notes of the Parish Council meeting held on Wednesday 20 October 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.

The Clerk made comment that she hadn't received a response from the VHEC regarding the anti-slip paint/strips to be put on the bridge.

The website is still undiscoverable on google, but a link from the old website directing users to the new page is now in place.

The amended bank mandate had been sent off in the post, the Clerk was awaiting confirmation that the changes had taken place.

The gardening club had met with Cllr Harrison & the Clerk, they are hoping to plant bulbs & wildflowers around the village. They will forward us a plan of where they would like to plant the flowers, taking into consideration where the mowers cut the grass from March – September each year.

A request had been received to hold a fun run around the village on the 18th December – It was **Resolved** to approve the request.

A request had been received to sell Christmas trees from the village hall carpark – for 2 weekends up to Christmas – It was **Resolved** to approve the request.

The Clerk made comment that an overdue invoice for field hire for September & October, that would be paid on the 01.12.2021, after discussions it was **Resolved** to allow the payment to be received on the 1st December, if it wasn't received the use of the field must be re-considered.

The Clerk made comment that the WI had forwarded installation information for the 'Alleviating Loneliness' bench, adding that it could be installed with a plastic mat underneath to allow for drainage, or it can be fixed to small concrete posts to help prevent theft – after discussions it was **Resolved** to opt for the concrete post option – all agreed, show of hands. Future ownership of the bench was still to be confirmed.

6. 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 31.10.2021.

The bank reconciliation as at 31.10.2021 was presented to the council, showing the accounts balanced – signed by Cllr Hall.

c. Items to be considered for next year's precept.

Balance pond clearing & footpaths.

d. To resolve to approve the new gas prices for the village hall.

After discussions it was **Resolved** to enter a 3-year deal with SSE for the gas, as the parish councils existing supplier had gone into liquidation.

7. To discuss the footpaths repairs & costs.

Deferred to the next meeting – Clerk was still awaiting quotes.

8. To review the following policies.

- a. Anti-fraud & corruption policy
- b. Pay Policy.

After discussions it was **Resolved** to review and adopted the policies; no amendments were required.

9. Update on Remembrance Day service

Cllr Houghton made comment that the service had been successfully live streamed on Facebook from the memorial at the village hall.

Thanks were passed onto all that had help on the day.

Total amount raised was still to be notified.

10. To consider the following planning application.

a. Erection of a non-illuminated signage board.

Land to the East of Camp Road, Witham St Hughs

Ref – 21/1601/ADV

After discussions it was **Resolved** to submit 'No Comment' to the application.

11. To consider the quote to remove the large overgrown trees at Oak Tree Park.

Deferred to the next meeting – Clerk still awaiting quotes.

12. To Resolve to agree & sign the revised Allotment Lease.

After discussion it was **Resolved** to sign the lease.

Signed by Cllr Harrison & Cllr Bell.

Action Clerk.

13. Consider the quote for the Operational Inspections of the play equipment from Kompan.

After discussions it was **Resolved** approve the quote for the Operational Inspections of all 4 play parks at a cost of approximately £1000pa.

14. Date and time of the next meeting.

Wednesday 8th December 2021 at 7pm

Meeting Closed at 8.20pm.

To consider whether the Council will move into Closed Session in accordance with the Public Bodies (Admission to Meetings) Act 1960, to consider the following.

The Parish council **Resolved** to go into closed session.

1. Staffing.

The Clerk made comment that the Caretaker had lost the parish council phone. The Clerk had stopped the sim card and got another one reissued.

After discussions it was **Resolved to purchase** a new phone, the phone must have 'find my phone' app installed, and screen lock put on.

All agreed – show of hands

Action Cllr Houghton & Clerk

Meeting Closed 8.35pm.

Signed

Date

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