



**Minutes of Witham St Hughs Parish Council meeting held on Tuesday 20<sup>th</sup> December 2022  
at 7.00pm at the village hall.**

<https://witham-st-hughs.parish.lincolnshire.gov.uk/>

Present Cllr Karen Harrison - Chairman, Cllr Spencer Hall, Cllr Derek Fletcher, Cllr Emma Winsler.

District Councillor Peter Overton & County Councillor Marianne Overton.

The Chair thanked Cllrs' Overton for their ongoing support during 2022 and looked forward to working with them in 2023.

Agenda Items

1. Welcome and Apologies.

The Chair welcome everyone to the meeting.

Apologies were received from Cllr Bell; it was **Resolved** to accept the reason for absence & the apology.  
All agreed – show of hands.

*Cllr Strickland joined the meeting 7.25pm*

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

3. Health & Safety brief.

a. The Clerk made comment that the Health & Safety report had been received for the Allotments, the only item highlighted was for plot holders to put signs on their water butts 'not safe for drinking'.

4. Notes of the Parish Council meeting held on Wednesday 16<sup>th</sup> November 2022 to be approved as minutes.

It was **Resolved** to accept the notes as minutes – all agreed by a show of hands, signed by the Chairman.

5. Notes of the Parish Council meeting held in closed session on Wednesday 16<sup>th</sup> November 2022 to be approved as minutes.

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

6. Clerks Update & Correspondence, and to Resolve to approve any subsequent actions.

The Clerk made comment that she had successfully applied for a grant of £1500 from Lost Village Festival. Thanks were passed onto Lost Village Festival.

The repairs to the play equipment on Hedge Lane would need to be carried out by Kompan as they supplied it originally, after discussions it was **Resolved** to investigate alternative suppliers for a new piece of equipment as the repair costs were high.

**Action Clerk.**

The quote for the tree survey had been received from Arborglyph Tree Services for £3970 + VAT, the clerk was asked to contact the contractor to clarify the price as it was higher than expected.

Action Clerk.

The Clerk confirmed that caretakers can work a shift pattern as per their contract as long as a 11-hour break is taken during a 24-hour period.

The clerk made comment that the bollard on Thyme Walk had had its padlock removed and the bollard dropped to the floor, vehicles are now able to drive on the pathway. A new padlock needed to be put back on as it isn't suitable for vehicles.

Action Councillors.

## 7. Finance

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

It was **Resolved** to accept the list of payments – All Agreed, show of hands

### b. To receive the Bank Reconciliation as at 30.11.2022

The bank reconciliation as at 30.11.2022 was presented to council, showing the accounts balanced – signed by Cllr Fletcher.

Cllr Harrison reminded councillors to spend time with the Clerk to review practices to satisfy the internal audit requirements.

## 8. Planning – to consider the following planning application –

Application ref – 22/1465/HOUS

Erection of a two-storey rear extension and new boundary fence.

32 Poppy Road, Witham St Hughs.

After discussion it was **Resolved** to submit an objection with the following comments. All agreed show of hands.

The Parish Council do not have any objections to the two-storey extension planned, they would like to object to the erection of the new boundary fence. The fence is not in keeping with the surrounding properties and aesthetics of the area. Covenants listed on the deeds of the property may also indicate the height of boundary fencing allowed. NPPF 12 – 127c

## 9. Village Hall Extension Update

The Chair made comment that Lindum Construction had received a 'wish list' from the council as a starting point for draft plans. They have visited the site and taken away the original plans for reference. Draft costing & plans to be receive in the new year.

## 10. Allotment Inspections Update.

The Chair made comment that inspections had been carried out with members of the committee, along with plot holders highlighting that quite a few plots were below standard. Warning letters have been issued to these plot holders with a further meeting and inspections due January 2023.

## 11. To review the hall hire availability for Christmas & New Year bookings & to consider an unsociable hour booking fee.

After discussions it was proposed to close the village hall from 24<sup>th</sup> December at 2pm until 27<sup>th</sup> December 9am, unless the 27<sup>th</sup> is classed as a bank holiday, then the hall will reopen on the 28<sup>th</sup> of December. This is for all years effective from December 2023. Proposed Cllr Hall, seconded Cllr Winsler. **Resolved** to accept the proposal, all agreed – show of hands.

After discussions it was proposed to close the village hall from the 31<sup>st</sup> of December 9am until 2<sup>nd</sup> January 9am. This being effective from December 2023. Proposed Cllr Strickland, seconded Cllr Harrison. It was **Resolved** to accept the proposal on a majority vote 3 to 2.

Unsocial hour booking fee – Deferred to the next meeting.

12. DATE AND TIME OF NEXT MEETING.

**Parish Council Meeting Wednesday 18<sup>th</sup> January 2023 at 7.00pm**

Signed .....

Print .....

Date .....

Meeting closed 8.45pm