



**Minutes of Witham St Hughs Parish Council meeting held on Tuesday 18th July 2023
at 7.30pm at the village hall.**

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

Present Cllr Karen Harrison - Chairman, Cllr Danny Bell - Vice Chair, Cllr Derek Fletcher, Cllr Nick Yeatts-Walker & Cllr Charlie Strickland.

1 Member of the public.

A question was received from the member of public, asking who is responsible for street cleaning of Camp Road? The response being NKDC. Cllr Overton offered to contact NKDC to get the road swept. They also asked if we have received any start dates for the new roundabout into the phase 3 development? and have highways considered the diversion routes when Camp Road is closed? Cllr Overton offered to speak to Highways Dept regarding this.

Cllr Marianne Overton made comment regarding the proposed solar farm that is being planned near Witham St Hughs and the surrounding areas, due to its size the planning application will be decided by the Secretary of State.

Lincolnshire County Council Children's services have been award 'Outstanding' for the second year in a row.

Cllr Peter Overton made comment regarding the new home's development at Swinderby, the application has now been approved.

Agenda Items

1. Welcome and Apologies.

The Chair welcome everyone to the meeting.

Apologies were received from Cllr Tannock, it was **Resolved** to accept the reason for absence and the apology, 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

3. Health & Safety brief.

The Clerk made comment that the fence on the field behind the hall had fallen, the panels will be removed within the next 14 days. As per Agenda item 8c of June 2023 minutes.

4. Village Hall Extension Update

*It was **Resolved** to suspend Standing Orders, to allow members of the public to make comment on this agenda item – All agreed, show of hands.*

The committee has visited a couple of local village halls, asking questions about what works well/what doesn't, visits are to be continued for another month then findings collected.

A list of funding options is to be supplied by NKDC.

It was agreed that a Councillor will attend future meetings to be on hand should any PC related queries need an answer.

Standing Orders were re-instated.

5. Notes of the Parish Council meeting held on Wednesday 28th June 2023 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.
- An e-mail had been received from Lincolnshire County Council offering the parish council the opportunity to have a litter picking kit supplied by them with the aim to organise a local litter pick in the village. The kits have been received with a village litter pick organised for 19th August at 11am.
 - The resident who has planted the conifers on Privet Walk has been advised that they will be removed, and the grass re-instated. Cllr Yeatts-Walker proposed that 2 replacement trees be planted in the village, seconded by Cllr Bell, approved on a majority vote 3:2. **Action Clerk.**
 - A complaint has been received regarding the overhanging, residents hedge on Cuckoo Walk. The Clerk was asked to write to the resident, to ask them to cut it back in line with the pavement. **Action Clerk.**
 - The caretakers had asked for new blinds to be installed at the village hall and for the toilets to be painted over the 6 weeks school holidays. After discussions it was **Resolved** to approve the painting of the toilets, the Clerk was asked to get quotes for the blinds. **Action Clerk.**
 - The Clerk made comment that she had received a letter from a resident on Squirrel Chase, regarding children playing on the field near to the carpark. The Clerk had advised the resident that any Anti-social behaviour/criminal damage caused to parked cars must be reported to the police, with the person causing the damaged would be responsible for any repairs. Environmental Health Team at NKDC would investigate any continued loud noise incidents.
The fence on the boundary of the field, has now fallen – to be removed within the next 14 days.
 - The Clerk asked the council to consider opening a HM Land Registry Account, so that any queries regarding ownership of open space can easily be confirmed via the mapping portal. After discussions it was **Resolved** to approve the request. **Action Clerk.**
 -
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 30.06.2023.
The bank reconciliation as at 30.06.2023 was presented to council, showing the accounts balanced – signed by Cllr Bell.
The Chair reminded everyone that it is their responsibility to familiarise themselves with the finances, and to arrange to spend time in the office with the Clerk to review processes and payments.
- c. To review the budget as at 30.06.2023.
The Budget was presented to council they should be at 25% of target at this point during the year - Income received being at 49% of target with next precept receipt due on the 01.09.2023, additional CIL levy's have been received of £40639.18 so inflating the income figure.
Spending being at 29% of target – no comments received.
- d. To consider the quote to clean the play parks and Cuckoo Walk paving.
Deferred to the next meeting. **Action Clerk.**
- e. To approve Allotment costs for vacant plots to be strimmed and skip hired.
After discussions it was **Resolved** to approve the costs of a skip to be delivered to the plots at a cost of £450.00. Plot inspections are due to be carried out by the committee, they will advise how many plots still needed to be strimmed. **Action Clerk.**
8. Update from the meeting with Strawson's
Discussions were held regarding –
- The new Camp Road roundabout, further details will be received the second week in August.

- Phase 2 map of areas to be adopted were reviewed, once the open spaces maintenance has been carried out and the park repairs completed, the Parish Council will approve the adoption and legal transfer. Strawson’s envisaged that the works should be completed by December 2023.
- A meeting needed to be arranged with Planning at NKDC regarding the location of the super park, possible changing rooms and skate park for Phase 3, ensuring utilities were in place before hand.
- The Clerk was asked to locate a copy of the Phase 2 s106 agreement.
- A meeting has been planned with Lincs FA, to discuss the football pitches that are to be located off Warren Lane.

*9pm – It was **Resolved** to suspend Standing Orders to consider point 3x, (meeting shall not exceed 2 hours). After discussions it was **Resolved** allow the meeting to continue to consider the remaining items on the agenda – All agreed, show of hands.*

9. Play Parks Update.

Comments were received from Council, that several pieces of equipment need attention to be repaired or replaced across the 3 parks. The Clerk was asked to co-ordinate getting quotes, and to contact Kompan regarding repairs to the existing pieces of equipment.

The Clerk was asked to investigate the Play Parks Inspection Course, to check for availability. **Action Clerk.**

10. Update from Parish Councillor Surgery.

The Chair made comment that 1 resident attended; the parish council assisted them with their enquiry. The next surgery is planned for 02.09.2023. 9.30-10.30am.

11. Update from the meeting with the Village Events Committee.

The Chair made comment that the committee have requested permission to run a Wi-Fi cable from the hall to their bar onsite for the beer festival, to help with online payments, it was **Resolved** to approve the request – All agreed.

Electricity and water would be paid for after the event.

The grass will be cut on the 31.07.2023 (weather permitting), before the Beer Festival, the field will then be handed over to the committee.

They have request more regular meetings with the parish council, to enhance the lines of communication.

12. DATE AND TIME OF NEXT MEETING.

Parish Council Meeting Wednesday 16th August 2023 at 7.00pm

Signed

Print

Date

Meeting closed 9.45pm.