



**Minutes of Witham St Hughs Parish Council meeting held on Wednesday 17th April 2024.
at 7.00pm at the village hall.**

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

Present Cllr Karen Harrison - Chair, Cllr Danny Bell – Vice Chair, Cllr Colin Cook, Cllr Tim Henson & Cllr Derek Fletcher

Rachel Popplewell - Clerk

Cllr Elliott – District Councillor

Cllr Elliott made comment that he has a meeting scheduled with the manager of Waste & Street Scene at NKDC, where he will discuss the installation of new bins on Phase 3.

The Fosse Green Energy group have put their application on hold to install a solar farm in the vicinity until October 2024. 'Stop Fosse Green Energy' working group are now working together with other local groups to co-ordinate their campaign against the location of the solar farm.

The National Grid are to put a connection grid in at Navenby.

Cllr Elliott left the meeting.

Agenda Items

1. Welcome and Apologies.

The Chair welcome everyone to the meeting.

Apologies were received from Cllr Strickland; it was **Resolved** to accept the reason for absence and the apology – All agreed. Show of hands.

Apologies were received from Cllr M Overton & Cllr P Overton

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 Clerk made comment that the Fire Alarm system had been serviced, it highlighted that the system did not comply with BS5839-1 2017.

The site will be surveyed and then a quote raised to bring the system in line with the current regulations.

Councillors asked the Clerk to confirm the implications for the Parish Council.

Action Clerk.

4. Notes of the Parish Council meeting held on Wednesday 20th March 2024 to be approved as minutes.

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

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

The Clerk made comment that a request had been received asking if bird spikes can be installed above the swings at the parks to prevent bird mess dropping onto the swings. Due to the spikes being made of plastic and sharp, they aren't recommended for children's play areas, cable ties would be a better option. Cllr Henson offered to measure the swings to see how many would be needed, Councillors would then install them Action Cllr Henson.

School field transfer was still progressing, a question has been raised about the middle hedge & dyke and the access for maintenance. Solicitors had sent suggested wording, but further clarification was needed, the Clerk was asked to confirm. Action Clerk.

The transfer of open spaces land to the Scouts, NKDC planning have confirmed that.

'whilst the land subject to the Scout hut permission does form part of the land identified in the Section 106 for Phase 3 as forming part of the strategic POS for the development, and therefore there is a degree of tension here, the loss of this land from the overall amount of POS to be delivered as part of Phase 3 appears unlikely to have any consequential impact upon the overall hectarage requirement for such set out in the Agreement. Further, the provision of the Scout hut would also form a community facility and there is arguably a degree of compatibility in this regard.'

Strawson's have also asked who will be paying their legal fees to cover this transaction as it is over and above what is required under the s106 for phase 3. Councillors assumed that Strawson's would pay their own bill as it is a project that will benefit the community. Clerk to contact.

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.

Councillors **Resolved** to withhold the payment to Playdale Playgrounds until all the remedial repairs have been carried out. See agenda item 8.

b. To receive the Bank Reconciliation as at 31.03.2024

The bank reconciliation as at 31.03.2024 was presented to council, showing the accounts balanced – signed by Cllr Bell.

c. To review the budget as at 31.03.2024.

The Clerk presented the year end budget to Councillors, showing the Council being at 177% of income target & 119% of spending at the year end. Additional income coming from CIL levy's and additional spending from open spaces maintenance & salaries.

d. To approve the quote for the Annual Playparks Inspections.

Quotes were presented to Council for the Annual Inspections; it was **Resolved** to approve the quote from the Play Inspection Company for £95 per park. All agreed – show of hands.

7. To review the following policies

a. Equality Policy

b. Recording of Meetings Policy

c. Dignity at Work Policy.

After discussions it was **Resolved** to review and adopt the policies without any amendments – All agreed, show of hands.

After discussions it was **Resolved** to adopt a revised CCTV Policy

All agreed, show of hands.

8. Play Parks Update.

Cllr Flether confirmed that Hedge Lane & Warren land parks have had the new equipment installed before Easter weekend. An operational inspection was carried out afterwards by a parish council appointed inspector, which highlighted several defects on the new equipment. Some of the defects have been sorted, with repairs to the roundabout due w/e 19.04.2024. Payment was withheld until all work has been carried out.

Cllr Bell passed his thanks onto Cllr Fletcher & the Clerk for liaising with the company both on and off site.

An operational inspection has been carried out on Juniper Park, again highlighting defects this has been passed onto Strawson’s as this is still under their responsibility.

9. Village Hall Extension Update.

Councillors and members of the working group had met to review the plans for the extension, 2 members of the group have offered to re-draw the plans to represent more of what was required by the parish council and residents. These will then be sent to Lindum’s for costings.

10. To adopt the Large Events Terms & Conditions.

Cllr Bell presented a new T & C for large events to encompass using the field. (eg Beer Festival/Circus) After discussions it was agreed to adopt the new T&C w.e.f 17.04.2024 – All agreed, show of hands.

11. Date & Time of the next meeting.

Annual Parish Council Meeting Thursday 9th May 2024 at 7.00pm

12. To Resolve to move into closed session to discuss the following items.

Items of a confidential nature to be debated in the absence of the press and public under the Public Bodies (Admission to Meetings) Act 1960

The Parish Council **Resolved** to move into closed session, all agreed – show of hands.

13. To Appoint a new Litter Picker.

Cllr Bell & Cllr Henson carried out interviews on Monday 15th April for the new litter picker. 5 people applied for the role.

Cllr Bell proposed that Willow Thomas be appointed to the role, Seconded by Cllr Henson. All agreed – show of hands.

Cllr Bell proposed that the new litter picker start on the 1st of May 2024, with a 2 week handover, before the current Litter Picker leaves, seconded by Cllr Henson. All Agreed – show of hands.

Meeting closed 9pm

Signed

Print

Date