**NAVENBY PARISH COUNCIL** MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 1<sup>st</sup> MARCH 2016, IN THE VILLAGE OFFICE, THE VENUE, GRANTHAM ROAD AT 7PM.

	PRESENT	ACTION		
	Mrs C Hall (Chairman), Mr K Gunning, Mrs L Conway, Mrs T Bond, Mr C			
	East, Mr A Watts, Mr S Woollas, Mrs T Orange, R Keillar (Clerk)			
	CHAIRMAN'S WELCOMING REMARKS			
	Cllr Hall reported the resignation of Cllr Malcolm Smith. The Council extended			
	their sincere thanks to Malcolm for all the hard work he has put into the Parish			
	over many years and his vision and energy in creating the Venue Community			
	Centre.			
	PUBLIC SESSION			
	There were three members of the public present. A question was asked			
	regarding the situation with the High Dyke 'allotments'. It was reported that a			
	meeting is to be arranged with a representative from NKDC, the current			
	'allotment' holders and the Parish Council. Cllr McDonald is portfolio holder for 'allotments' and will co-ordinate this.			
4460				
	Apologies were received from Cllr Lamyman. Cllr East would be arriving late.			
4461	MINUTES FROM THE PREVIOUS MEETING			
	It was proposed by Cllr Gunning, seconded by Cllr Conway and all agreed			
	that the minutes of the meeting of the Parish Council held on Tuesday 2nd			
	February be signed as a true record.			
4462	FINANCIAL MATTERS			
4402	To consider the financial report			
	FINANCIAL MATTERS			
	a) To consider the financial report The bank balances were			
	reported as:-			
	Current Account £24,494.68			
	Deposit Account £27,622.35			
	Bopook / 1000an 221,022.00			
	It was proposed by Cllr Bond, seconded by Cllr Hall and all agreed that			
	the following accounts be paid:			
	9 22 2 3 3 2 4 2 5 2 6 2 6 2 6 2 6 2 6 2 6 2 6 2 6 2 6			
	Ruth Keillar – Clerk's Salary February £810.68			
	G E Parish – Groundsman February £267.88			
	G E Parish – North Lane play area lock/unlock Feb £69.60			
	Carol Tointon – admin/holiday cover February £298.80			
	R Spollin – Library fit-out February £125.00			
	R Spollin – Dog Bin x 2 re-position £20.00			
	Mr C N Booth – replacing bollards x2 - High Street £105.00			
	Navenby Playing Field and Venue - Office Rent - £1165.00			
	(Jan/Feb/March)			
	Acts Trust – Energize Youth Club 3 Nov-Dec 2015 £2784.00	RK to		
	BT Payment Services Ltd – Library Broadband £7.20	check		
	BT Payment Services Ltd – Library Telephone £175.75	dates		
	E-ON – replacement lights – item 4445/ SLE/14133/GC	for		
	S/L 1 & 3 Ermine Drive and 1The Rise £2880.00	ACTS		
	Community Lincs Insurance Services – May Day £109.50	inv.		
	LALC – subscription for 2016/17 £390.70			
	b) To record that the internal auditor's report of 1st December -			
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item 4439d, recommended that the council consider paying the clerk's salary by Direct Debit.

- c) Litterpicker Contractor requested 2.5% rate increase. G E Parish. It was proposed by Cllr McDonald, seconded by Cllr Woollas and all agreed to the increased rate from April 2016.
- d) Cemetery Groundworks contractor £1475 per annum (£25 increase on last year) Pete Barnett. It was proposed by Cllr East, seconded by Cllr Hall and all agreed to the increased rate from April 2016.
- e) Ground Maintenance contractor £239.10 per month (£17.99 decrease on last year) Paul Imgamells, CB Ground Maintenance. It was proposed by Cllr Watts, seconded by Cllr Woollas and all agreed to the increased rate from April 2016.
- f) Clerk's hours currently paid by the Venue. Three hours currently paid to NPC by the Venue have been terminated. It was decided that this had not been formally agreed and should be given further discussion.
- g) The auditor's report has been circulated to all.
- h) Clerk's Float As suggested by the Internal Audit not agreed.

## 4463 | CLERK'S REPORT

a) Training has been booked as follows:

Monday 29<sup>TH</sup> Feb - External Audit – Cllr Tina Orange Wednesday 16<sup>th</sup> March – Council Finances – Cllr Tina Orange and Ruth Keillar (TBC)

Wednesday 13<sup>th</sup> April – New Cllr Training Session - Cllr Tina Orange Thursday 28<sup>th</sup> April – Councils' Financial Responsibilities & Risks incl VAT – Cllr Tina Orange and Ruth Keillar

Wednesday 11th May – Councillors' Training Day – Cllr Tina Orange Wednesday 8<sup>th</sup> June – Risk Management & Corporate Responsibilities – Cllr Tina Orange

- b) Completed works Ermine Drive, S/L 1 & 3, The rise S/L 2 replacement of three old concrete columns with new 5m steel columns with 36W PL lanterns, controlled by all night photocells and transfer of electricity services test certificates.
- c) Three dog bins have been repositioned
- d) Stone Wall in the Play area at North Lane the property owner have responded to our letter and are happy to work with the Parish Council to rectify the issue. It was agreed to request a meeting.

e) LCC Highways have confirmed that they will replace the bulbs in the Belisha beacons with new upgraded bulbs at no cost to the Parish Council. With regard to the posts, illuminated posts – following the bulb replacements we will feedback and further discussion can take place. It was agreed to write to the member of public who had raised this issue and inform him of the action being taken.

- f) NKDC have supplied an IT Security Policy for the Chairman to sign in order to access a password for the Clerk's Files on the NKDC computer.
- g) North Lane Play area The defunct equipment has been removed as agreed item 4455.
- h) As reported in January item 4440a review all policies and procedures including standing orders, financial regulations, risk

RK

RK

- assessment, complaints policy. This review has been identified by the internal auditor as an essential activity to be completed early this year.
- i) Bank mandate for Venue Trustees bank account Co-op forms section 3a must be completed by all councillors and the parish Clerk. It as agreed to pass this back to the Venue to complete.
- j) The new litter bin has been installed in the High Street adjacent to the Barber's shop
- k) The Clerical Assistant/holiday cover person has resigned. An advert will be posted to recruit a replacement. It was agreed to send a vote of thanks to Carol and ask if she would reconsider
- Navenby bowls Club have been invoiced for the water usage and ground rent for 2016. Payment has been received.

4464 REPORTS FROM DISTRICT/COUNTY COUNCILLORS & LOCAL POLICE.

Police – email report - During the period 3<sup>rd</sup> February to 1<sup>st</sup> March 2016, there were no crimes recorded.

<u>County Councillor</u> – Cllr Overton reported – County News responses, suggesting that results can be swayed by leading questions.

Local Grant Association (LGA) – there has been a high degree of lobbying. At the last meeting the outcome was £5M for the Rural Services Grant for the coming year, £2.5M the following year, then £0M after that.

Transport for schools is still a key issue and will probably be reduced. Leadenham Tip – the petition has been presented and an outcome is due. Cllr gunning asked about the provision of tyre-recycling, Cllr Overton agreed to look into this.

Cllr Overton's newsletter is available to read at: www.lincolnshireindependents.org

<u>District Councillor</u> – Cllr Conway reported:

## Update on Top Farm Application 14/1124/FUL

The provisional dates for the two-day hearing of April 6<sup>th</sup>/7<sup>th</sup> 2016 are still to be confirmed. Formal notification and confirmation of dates will be received from NKDC (at the instruction of the Planning Inspectorate) in due course. All the documents for the appeal can be viewed by entering the NKDC Reference number (14/1124/FUL) in the search box on the Planning Online facility on the NKDC website:

http://planningonline.n-kesteven.gov.uk/online-applications/

Full details on the Hearing procedure can be found here:

https://www.gov.uk/government/collections/taking-part-in-a-planning-listed-building-or-enforcement-appeal

## Update on Top Farm 15/1282/FUL

Discussions with the Applicant regarding viability issues are ongoing, and it highly unlikely that this application will come to committee on March 15<sup>th</sup>. The latest revised plans have reduced the level of affordable housing from 25% to 15%. The Affordable Housing Policy H5 in our Local Plans seeks to secure 35% of dwellings on new developments as affordable housing.

## Navenby Care Village Planning Application 16/0040/OUT

Land adjacent Cliff Villages Medical Practice Grantham Road Navenby Lincoln LN5 0JJ

An outline planning application has been submitted to NKDC by NDC Group Ltd for a 'Care Village', with indicative plans showing 70 self contained rooms and 9 self contained independent living bungalows.

It has been confirmed that only the 9 self-contained independent living

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	bungalows would count towards our housing supply figures. Land and buildings come under various different 'Use Classes' for planning purposes, and the care home would come under Use Class C2 (Residential Institutions) rather than C3 (Dwelling Houses).  Discussions are ongoing with the Applicant, and the Planning department is seeking clarification over the process that led to the choice of this site as a suitable location for this development.  The determination deadline for this application is 15 <sup>th</sup> April 2016, and it will be determined at Planning Committee.  Cliff Cluster  The next meeting of the Cliff Cluster Group of Parish Councils will be at 7pm on Thursday April 14 <sup>th</sup> at the Venue. The meeting is open to Councillors from the Parishes in the Cliff Cluster, and at the next meeting we will be discussing the Final Draft of the Local Plan for Central Lincolnshire. Stephen Priestley,	
	Housing Strategy and Growth Manager at NKDC, has kindly agreed to come out and talk to us again, and answer our questions to help us during the final	
	consultation period.  NKDC Council Tax	
	The Government made a very last minute decision to allow District Councils to raise their Council tax by 2% or £5, whichever is the greater, without the	
	need for a referendum. The Council faces a funding gap of £131,000 in 2017/18 and £427,000 in 2018/19, and this Government announcement gave	
	the Council the opportunity to raise more income to contribute to the filling	
	of this gap. At the meeting of Full Council last Thursday, Members voted to approve a 3.41% (£4.95) increase.	
4465	TO CONSIDER AN ADDITIONAL BUS SHELTER This has been moved to next month's agenda.	[A]
4466	PROJECT LIST	
	The list was updated and prioritised. This will be circulated to all Cllrs	RK
4467	PROPOSED PATH MESH TO ACCESS THE VILLAGE OFFICE/LIBRARY	DK/G/M
	It was agreed to look at the two quotes in more detail and for the contractors to meet with Cllr Woollas on site to discuss the details. It was suggested that	RK/SW KL
	lighting be considered along with the path. This project will have a working	KG
	group of Cllr Woollas, Lamyman, Gunning and Watts.	TW
4468	AUTOMATIC ACCESS TO THE VILLAGE OFFICE/LIBRARY	RK/CE
4.65	Quotes to be obtained.	RS
4469	NKDC TREE-WORK SCHEME	DIC
	Details of this proposed service to be circulated to all Cllrs. Confirmation of the last/current scheme to be clarified	RK
4470	LIBRARY SUPERVISOR ROLE	
<del></del> /-U	Cllr Watts provided information regarding the role of a Library supervisor for	TW
	the future. It was agreed to ask current Library staff if this role would be of	
	interest on a volunteer basis.	
4471	CORRESPONDENCE	
	a) Temporary Road Closure Notice – 11 April 2016 – 22 <sup>nd</sup> April 2016 -	
	Green Man Road – A607 to high Dyke / High dyke to A15 and Heath	
	Lane – High Dyke to A15 b) Street Numbering – new scheme for development at Green Man Farm,	
	Sleaford Road.	
	c) LALC newsletter - circulated to all councillors - includes details of	
	training courses.	
	d) Street Numbering – Orchard House, 10 Church Lane.	
	e) An email has been received enquiring about the removal and	

	replacement of the play equipment in the North Lane Play area.  f) Correspondence has been received from the insurers – relating to our claim for tree damage to a property in Ermine Drive – item 4294 i. This incident occurred between 27/28 December 2014, this needs to be addressed as the letters are contradictory.	
4472	<ul> <li>PLANNING         <ul> <li>a) 15/1282/FUL – erection of 137 dwellings with associated landscaping, parking and infrastructure – land at Top Farm.</li> <li>b) 16/0040/OUT – Navenby Care Village – land adjacent to Cliff Villages Medical Practice, Grantham Road.</li> </ul> </li> <li>Due to time constraints it was agreed to discuss these planning applications in more detail on Tuesday 8<sup>th</sup> May.         <ul> <li>c) 16/0041/HOUS – Romney Cottage, 4 High Street – proposed raising of roof to existing boiler house and conversion to form new WC and shower room together with alterations to the existing ground floor windows to the former trap house to form double doors together with rendering of internal breeze block wall - APPROVED</li> <li>d) 16/0039/HOUS – 57 chapel Lane – single storey side extension and new wc and porch extension to front - APPROVED</li> </ul> </li> </ul>	
4473	ELECTION OF VICE-CHAIRMAN  There were no nominations for this role and it was agreed to address this vacancy at the next Parish Council meeting	
	There being no further business the Chairman declared the meeting closed.	

KEY	[A] = to go onto next month's agenda	PRJ = Project			
Minutes accepted:- Chairman					
	Date				