

MINUTES OF THE NAVENBY PARISH COUNCIL MEETING
HELD ON **TUESDAY 07 February 2017**
IN THE VILLAGE OFFICE, THE VENUE, GRANTHAM ROAD AT 7 P.M.

PRESENT:

Councillors: Mr K E Gunning ,Chairman (KG); Mr C East (CE); Mrs K Orange (KO); Mr S McDonald (SM); Mr K Lamyman (KL); Mr A Watts (AW); Mrs K Bartram, Clerk, (KB).

1. Chairman's Welcoming Remarks

The Chairman welcomed Parish Councillors and members of the public to the meeting.

2. Public Session

The following questions/suggestions were raised by the public:

- a. Are there any allotments available, if not, how do I get on a waiting list?
- b. Could suggestion boxes be placed in shops on Navenby High Street where residents could post their ideas for the use of S106 (housing development) monies?

3. Apologies for absence and declarations of interest

Apologies were received and accepted from cllr Woollas. The Chairman asked for a volunteer(s) for the vacant post of Vice-Chairman and its various roles within council i.e. to oversee the administration budget, employee terms and conditions of employment. There were no volunteers. The Chairman suggested that cllrs consider appointing a Vice-Chairman on a month-by-month basis. It was **RESOLVED** to defer a decision regarding the post of Vice-Chairman until the March parish council meeting.

The Chairman declared an interest in the bidding for electrical refurbishment/installation in the club pavilion and will not therefore participate in the resolution to proceed with one of the quotations received.

4. Minutes from the previous meeting

It was agreed that the minutes from the Parish Council meeting of Tuesday 10 January 2017 be signed as a true account. It was **RESOLVED** to go into closed session to discuss amendments required to the minutes of the closed session on Tuesday 10 January 2017.

5. Financial report

- a. It was **RESOLVED** to make all payments as detailed in Appendix A attached with the exception of invoice from Energize in the sum of £2,796.00 as this invoice is to be amended and re-submitted in response to the clerk's query regarding hourly rates quoted.
- b. Software for parish accounts
Quotes have been received. The Clerk is presently reviewing quotes and is preparing a report for cllrs to consider purchasing software to manage the accounts process in future.

6. Clerk's Report

See Appendix B attached.

7. Updates from District/County Councillors

District Cllr Catherine Mills and County and District Cllr Marianne Overton attended the meeting to give brief updates.

Cllr Mills:

- Meeting with Karen Bradford, Corporate Director NKDC to discuss the development at Top Farm 23 Feb 17
- Arranging a meeting with the developers of Top Farm to discuss and agree schedule of works i.e. where and when they intend to commence building
- Please forward any complaints regarding the switching-off of lights between Waddington and Coleby during the evening to Cllr Mills
- NKDC Executive have agreed not to charge parish council for the emptying of dog bins (dog waste is now considered 'litter' and can be collected at the same time as litter bins. This will

mean a saving of approximately £1000.00 for the parish

Cllr Overton:

- In a bid to increase income/offset Governmental cuts to the budget, NKDC have set-up as developers
- Innovation fund has been set up to encourage local people to start their own businesses

8. Updates from local Police

Two incidents recorded:

1. Arson: UPVC door to the side of the sports field pavilion has burns around the handle and lock
2. Male entered the Coop store and stole 3 bottles of spirits

9. Planning Applications

The following applications were received between 12 Jan and 01 Feb 2017:

12 Jan 17	PAR 16/1691/HOUS 66 East Road, Navenby	Erection of single storey side extension	Response by 31 Jan 17
17 Jan 17	PAR 16/1586 Older Hill, 16 Heath Road, Navenby	Demolition of existing conservatory and erection of new sun room	
19 Jan 17	PAR 17/0047/FUL Amendment to design Plot 6, Hodson's Yard		Response by 07 Feb 17
01 Feb 17	PAR 17/133/FUL 39 High Street, Navenby	Change of use of retail shop to dwelling	Response by 20 Feb 17

It was **RESOLVED** there were no comments to raise with Planning department, NKDC.

10. Correspondence

See attached Appendix D.

11. Resolve Budget 2017

Budget holders agreed their budgets for 2017/18. It was **RESOLVED** that the parish precept should be restricted to a maximum of 2% if possible. Cllr Orange/Clerk to revert to Cllrs by email if the agreed budget required a higher precept increase prior to submission to NKDC. A precept submission within margin of 2% i.e. total precept increase 4%, to be agreed via email in order to meet the deadline for submission.

12. Updates from Portfolio holders:

- a. Co-Op Community Champion Application: see Appendix D.
- b. Open Space/NAG: see Appendix D.
- c. Weekly Refuse Lorry for Navenby: Cllr Overton and Cllr McDonald had not been able to meet but would try to do so as a priority.
- d. Refurbishment of Club Pavilion, John Cutforth Memorial Playing Field: the Clerk sent three invitations to tender to local electrical installers outlining work required. One quote has been received despite several chases. The works to the Club Pavilion are considered an urgent priority to aid negotiations with NJFC, as suggested by the Football Federation. Due to the urgent nature of this matter, it was **RESOLVED** to proceed with the quotation. The Chairman did not participate in the vote to resolve. It was **RESOLVED** to review the Financial Regulations which currently stipulate that three quotations must be considered for all services/supplies purchased by the council.

13. The meeting **RESOLVED** to exclude the public and press for consideration of confidential matters.

- a. The minutes from the Closed Session of Navenby Parish Council meeting on Tuesday 10 January 2017 were considered. It was **RESOLVED** that, subject to the following amendments, the minutes be approved as a true and accurate record of the meeting:
 - i. Date of meeting be amended to read 10 January 2017
 - ii. The title 'Sq'n Leader' be amended to read 'leader of the Army Cadet squadron'

iii. Cllr T. Orange should read 'K. Orange'

There being no further business, the Chairman declared the meeting closed.

Minutes Accepted: Date:
Chairman