

MINUTES OF THE NAVENBY PARISH COUNCIL ANNUAL GENERAL MEETING
HELD ON **TUESDAY 02 MAY 2017**
IN THE VILLAGE OFFICE, THE VENUE, GRANTHAM ROAD AT 7 P.M.

PRESENT:

Councillors: Mr K E Gunning ,Chairman; Mr C East; Mr B. O’Sullivan; Mr S McDonald; Mr K Lamyman; Mr S Woollas; Mr A Watts; and Mrs K Bartram, Clerk

1. Chairman’s Welcoming Remarks

The Chairman welcomed Parish Councillors to the Annual General Meeting. There were no members of the public in attendance.

2. Election of Chairman

It was **RESOLVED** unanimously Cllr Gunning be elected Chairman.

3. Election of Vice-Chairman

It was **RESOLVED** unanimously Cllr O’Sullivan be elected Vice-Chairman.

4. Election of Responsible Financial Officer (RFO)

The Clerk apologised for this item on the Agenda. The RFO post is combined with the Parish Clerk post.

5. Election of representatives committees

Representatives for the following committees were **RESOLVED** as:

- a. SCHOOL HOUSE TRUST:
Cllrs Lamyman and McDonald
- b. NAG:
Cllr East
- c. TOWNS FARM TRUST:
We appoint member of Trust whom they have proposed. We do not have a position within the Trust.
- d. HOSPITAL CAR SCHEME:
Cllr Woollas
- e. CLUSTER GROUP:
Cllr Watts

6. Election of representatives:

Representatives for the following areas were **RESOLVED** as:

- a. FINANCE:
Cllr O’Sullivan
- b. CEMETERY:
Cllrs Gunning, Woollas and East
- c. STREET LIGHTING:
Cllr Gunning
- d. HIGHWAYS:
Cllrs Woollas and Lamyman
- e. PLANNING:
Cllrs East and Woollas
- f. PLAY AREAS:
Cllrs East and Lamyman
- g. DEFIBRILLATORS:
Cllrs Gunning and O’Sullivan
- h. Youth Club
Cllrs McDonald and Woollas

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i. **LIBRARY:**

Cllr Watts. Cllr Watts asked for a volunteer to be an emergency key holder (open Library in regular key holders' absence). No volunteers at the present time.

7. Apologies and Declarations of Interest

There were no apologies for absence. Cllr Lamyman declared an interest in PAR 17/0221/FUL.

8. To resolve to sign the minutes from the previous Parish Council meeting, held on 07 Apr 2017

It was **RESOLVED** the minutes were an accurate record of the Parish Council meeting on 07 Apr 2017 once the following correction is made:

ITEM 14d. page 2 should read: ' Public Liability for the scheme is likely to be at a cost of £100 per annum'.

At the request of Cllr Woollas it was **RESOLVED** draft Minutes of Parish Council meetings would be made available to Cllrs by the eighth working day following said meeting.

9. Financial report and authorisation of payments

Please refer to Appendix A. It was **RESOLVED** all payments due, as per Appendix A, should be made with the exception of the payment to Community Lincs Insurance which would be discussed in detail later in the meeting. It was **RESOLVED** utility bills for the Pavilion and Bowls Club be paid by the Venue with effect from May 2017.

10. Clerk's Report

Please refer to Appendix B.

11. Updates from District/County Councillors

Cllrs Overton and Mills were not present. Cllr Mills emailed to advise she would be attending a briefing on Communities and Economy in July and would like to speak with us regarding our responsibilities as a 'Local Access Point' before July to ensure she is fully briefed. The clerk will email Cllr Mills to advise that Cllr East attends the quarterly LAP meeting and he will be happy to speak with her.

12. Updates from local Police

For the period 02 April 2017 to 02 May 2017 there were two crimes recorded:

1. Perspex cover to bike rack at the Venue damaged
2. Males attempted entry to an outbuilding at Top Farm with the intention of taking a quad bike. Awaiting result of forensic examination of the scene and a £20 note which was recovered from the scene.

13. Planning Applications

Please refer to Appendix C.

14. Correspondence

Please see Appendix D.

15. Consider quote received for provision of a doorway from the main hall of the club pavilion into Room 4

The Army Cadet Force have advised Cllr McDonald they do not wish to pay an additional sum for the use of an office at the present time as cadet numbers are low (one). They will reconsider when the troop numbers have increased. Council advised there is no requirement at the present time to provide a doorway from main hall into room 4 at the Pavilion.

16. Saturday refuse service in Cliff Villages

NKDC advised Cllr Overton that the costings of a potential refuse service in the village on a Saturday would equate to £36,740 per annum for 52 weeks of the year. This figure does not include managerial or

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administration costs. It was **RESOLVED** potential costs of a Saturday refuse service are too expensive and Navenby Parish Council would not therefore pursue the matter further.

17. Charges for interment in a grave in which an exclusive right of burial has been granted

It was **RESOLVED** to change the wording in the first paragraph of the Navenby Burial Ground Table of Fees to read: 'For the purpose of this table, inhabitants and parishioners shall include any person who has resided in the parish for a minimum of two years within ten years of their decease.' All interments in a grave which has an exclusive right of burial will be charged at a flat rate of £100 for a full size grave and £40 per cremation plot.

18. Replacement of a bollard on the High Street

Following the latest incident of a collision with a bollard on the High Street the bollard itself has gone missing. The spare bollard has replaced the missing one however, it is important that we replace the spare bollard as this enables the contractor repairing/re-siting a damaged bollard to complete the job in one visit which saves on the cost. **RESOLVED** to purchase a spare bollard with Lion logo to blend in with existing bollards. Cllr Woollas will liaise with the clerk to organise. Costs to be charged to Highways budget.

19. Replace litter bin in the High Street

One of the litter bins in the High Street is badly cracked and looks unsightly. **RESOLVED** to replace litter bin with same or similar design if possible. Cost to be charged to Highways budget.

20. Neighbourhood Alert notices from the Police

It was **RESOLVED** there is insufficient notice board space to include the number of notices received from Neighbourhood Alert. The clerk will place a notice in the Graffoe Link informing the public that they can sign up to receive such notices at:

<https://member-registration.neighbourhoodalert.co.uk/54/Join>

21. Lincolnshire's Wildflower Meadow Network

The Open Space is owned by NKDC and managed by Navenby Archaeological Group (NAG). Furthermore, the management of the wildflower meadow is a long-term project with cost implications (see Appendix E for brief resume of presentation given at the Annual Parish Meeting on Tuesday 18 April 2017 by the Lincolnshire Wildlife Trust) and it was therefore **RESOLVED** not to fund the project in connection with the Open Space. With regard to the High Dyke it was felt that, as the roadside verges were in regular use by tractors, any attempt to manage an introduced wildlife scheme would not succeed. It was **RESOLVED** funding would not be made available to the Lincolnshire Wildlife project.

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

Minutes Accepted: Date:
Chairman