

WOOLSTHORPE PARISH COUNCIL

Minutes of Woolsthorpe by Belvoir Parish Council Meeting

Date: Tuesday 1st August 2017

Venue: Woolsthorpe Social Club at 7 p.m.

Councillors present G. Ward (Chairman)
P. Hammond (Vice Chairman)
T. Packer
J. Barber
M. Bradshaw
J. Salmon

Also present Cllr M Whittington
District Cllr P. Bosworth
District Cllr H. Westropp

Clerk & RFO Mrs Emma Wilson

Open Session – Public Forum – 7.00pm

Mr Scott Pacey, Chairman of Woolsthorpe by Belvoir Social Club Committee attended the meeting and asked to address the parish council. No other member of the public was in attendance.

Mr Pacey wished to discuss and highlight the serious concerns the Social Club Committee have about the running of the adjacent Village Hall. Mr Pacey informed the meeting that there are ongoing and long term issues he wanted to make the parish council aware of to see if they could assist him in any way to resolve from a community perspective.

Mr Pacey quoted that there is no longer a full committee at the Village Hall and responsibility is now in the custody of Mr. E. Phillips as Chairman along with one other member. He understands that there should be a minimum of 6 people on the committee. Furthermore there have been no AGM for 9 years.

Mr Pacey informed the meeting that there are ongoing issues regarding non-payment of amenities by the Village Hall; this has a direct impact on the adjoining Social Club. It is a legal requirement that all charities, whether registered with the Charity Commission or not, must provide copies of their accounts to the public on request. The Social Club Committee have on a number of occasions asked to see these accounts together with all the relevant documents dating from 2009 when Mr Phillips took over the Chairmanship.

The Social Club Committee not only has concerns regarding non-payment of bills but there are issues with regard to health and safety and possible non-compliance of health and safety/fire checks.

The Social Club Committee has contacted the Charity Commission for advice as to how to proceed due to the continued refusal by Mr Phillips to cooperate and answer requests for information and accounts.

Mr Pacey asked the Parish Council if there was any support they could offer to aid his plight.

The consensus of the parish council was that whilst they have no jurisdiction or power over the Village Hall or its committee they could consider writing directly to Mr Phillips to express their concern and ask that he respond to the request for information. However it was suggested that before this contact is made the parish clerk should contact the Lincolnshire Association of Local Councils (LALC) for advice as to how the Parish Council should best proceed in a supportive role to the Social Club Committee.

Cllr T Packer also offered to contact the Charity Commission as he is familiar with this organisation to ask for further advice that he may then impart to Mr Pacey.

Action; Clerk to contact LALC for advice and report back to the parish council at the next meeting

Action; Cllr T Packer to contact the Charity Commission and report back to the parish council at the next meeting

Mr Pacey left the meeting and the public session was closed at 7-30 pm

GW

Meeting Opened: 7.35pm

1. Chairman's Welcome Remarks

The chairman welcomed all to the meeting and thanked everyone for their attendance.

2. Apologies

Apologies were received from Cllr A. Ablewhite his reason for absence was noted and accepted

3. Disclosure of interest in agenda items - Nil

4. To approve minutes of meeting held on the 26th June 2017

There was an amendment requested at

"Item 13b Parking Issues were highlighted outside The Aviaries and The School House, Main Street and near the Ring Tree". Cllr Barber corrected that it was in fact Hedges & Foliage were highlighted as issues and not parking. The minutes were duly amended by hand and were then agreed to be a true and accurate record; they were passed by resolution of the Council; and were duly signed and dated by the Chairman.

5. Clerks Report

a. 2016/17 Audit

Sent off to Grant Thornton and published for Exercise of Public Rights – finishes 11th August and will then await report.

b. Bank balance

£6281.70 as at 05/07/17 – plus VAT Rebate 452.28--- 6733.98

c. Internet Banking

Clerk confirmed she had been in to HSBC Grantham, they have suggested that she fill in the form again and change the wording slightly this MAY be ok. The clerk suggested that until she has spoken to Business Banking Service herself we should not complete again without confirmation that this will be approved.

Action; clerk to contact Business Banking Service.

d. Community Cleaner

Clerk updated the meeting regarding her conversation with Mr Randal. He wishes to accept an official contract and report regular hrs to clerk. The parish council agreed that they would be happy with this and Cllr Packer offered to draw up an employment contract for Mr Randall to sign.

Action; Cllr Packer to draw up an employment contract for approval by the parish council. Cllr Packer will email this draft to all councillors for comments and agreement.

e. Speed sign post - Lincolnshire Road Safety Partnership

Clerk reported that the form was almost complete and ready to submit to LRSP

Action; clerk to submit form

f. Standing Order, Policies & Risk Assessment

Cllr Packer still working on this and has been awaiting instruction regarding contract for community cleaner with a view to finalising the document.

The parish clerk informed the meeting that all Standing orders and policies adopted by the Parish Council should be reviewed. The clerk agreed that she would obtain any hard copies in files adopted before she took over as clerk. Chairman G Ward, Cllr T Packer and the clerk will initially review all available documents in order to feedback to full committee at the earliest opportunity. Clerk stated it was important that this should happen annually and these documents should be published on the parish council website as soon as possible.

Action; clerk to arrange separate meeting with Cllr Ward and Cllr Packer to review documents

6. Land between Cobleas & Cemetery

The clerk fed back response from SKDC Housing Officer confirming that the land at the rear of 8 & 9 Cobleas, Woolsthorpe by Belvoir does not belong to the District Council and therefore they say do not have any jurisdiction over this land.

Update given from the clerk on information from Leslie Divine who has spoken to Lincoln Diocese Church office. They say the land does not belong to the church but was gifted to the Parish Council. They suggested getting proof from Belvoir Estate who should have a record and to look back in our files to when it happened which they believe to be mid 1950's.

Leslie Divine also suggested contacting Rev Stuart Foster (retired priest) who has done some archive work for the castle and may be able to help, though he is currently away for a couple of months at least.

Action; clerk to contact Belvoir Estate to enquire about gifting the land to Parish Council.

7. Highways update (06/07/17 meeting) - Cllr Mark Whittington

Cllr Whittington confirmed his meeting went ahead with Rowan Smith on 6th July. He said that he discussed the state of the surface on Cliffe Hill and that Mr Smith had arranged for an engineer to visit the site. He also highlighted the flooding issue to Mr Smith on Main Street. Mr Smith had suggested that the parish council contact Anglian Water about this. Clerk informed Cllr Whittington that we had already followed that route last year; Anglian Water had tested the site and confirmed the water was coming from a natural source not mains supply.

Cllr Whittington said he had not been aware of this. He confirmed that his next meeting with Rowan Smith would be in 3 months' time but that he would contact him before the next meeting in September to enable him to feedback any progress.

Action; Cllr Whittington to report in September meeting.

8. Public Liability Insurance

Cllr Ward confirmed that he had seen PLI certificate from Mr S Woodward. The parish council agreed to supplement the cost of PLI for Mr Hughes at a cost of £52 with the agreement that Mr Hughes would in return clear and tidy up the overgrown grass and foliage around the telephone box in the village.

The clerk asked that Cllr Ward obtain photocopies of the insurance certificate from both Mr Woodward and Mr Hughes for parish council files.

Action; Cllr Ward to obtain and pass to clerk at the next meeting

9. Playground Update

- Cllr Hammond commented on the following
- The ground needs levelling underneath the junior swings
- Large swings attachment bolts require close examination – Cllr Salmon commented that these had been inspected recently by himself and Cllr Barber. Cllr Hammond said he would still like them re-checked; Cllr Salmon and Cllr Barber said they would oblige and check them again.

Addendum post meeting – Cllr Hammond has since checked his record and concurs that the bolts were indeed checked recently and would not require further inspection.

10. Correspondence– The clerk read out the following to the meeting:

- a. Footpath Closure - Woolsthorpe
- b. LALC News issue 162
- c. LCC updated Corporate Complaints information
- d. Highways Liaison with Parish Town Councils
- e. South Kesteven Local Plan to 2036

11. Planning - S17/1284, has been approved

12. Accounts for payment

a. Room Hire	£ 10-00	100861
b. Clerks Salary & Expenses	£115-52 July	100859
	£113-67 August	100860
c. S. Woodward	£ 60-00	100862
d. B. Hughes	£ 52-00	100863

EW

13. Any other business

- a. **Telephone Box** - Cllr Hammond commented on the poor state of the paintwork on the phone box and enquired about purchasing paint.
Action; Clerk agreed to speak to Martin Fagan from CHT who she recalled had a contact to supply the correct red for painting.
- b. **Online security** – Clerk informed the meeting that the online security software for the laptop requires updating. Clerk said she was happy to pay and be reimbursed for updating the McAfee
Action; Clerk to update and request reimbursement
- c. **Minutes** – Clerk reported that as there was now no space in the village notice board and that copies of minutes would be displayed on the notice board in the entrance to the Social Club/Village Hall foyer
- d. **Church Footpath** – Comments had been received about the footpath at the church being dangerous.
Action; Cllr Ward agreed to contact Leslie Divine
- e. Complaints have been received about dog excrement on Sedgebrook Road, Parish councillors are aware of the problem and will monitor this.
- f. Footpath at Rectory Lane, no sign to inform people that it is a public right of way.

There being no further business the meeting closed at 9.00 p.m.

Signed:



Date:

25/9/17