

WOOLSTHORPE by BELVOIR PARISH COUNCIL

To Sign

Minutes of Woolsthorpe by Belvoir Parish Council Meeting

Date: Monday 4th December 2017

Venue: Woolsthorpe Social Club at 7 p.m.

Councillors present Cllr J. Barber
Cllr M. Bradshaw
Cllr A. Ablewhite
Cllr T. Packer
Cllr J. Salmon

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

Clerk & RFO Mrs Emma Wilson

Meeting Opened: 7.00pm

The Clerk opened the meeting with the following address:-

As you are all aware Woolsthorpe by Belvoir Parish Council currently has no current Chairman or Vice-chairman, it therefore falls upon me as parish clerk in my delegated authority to open the meeting in order to elect a Chairman of Woolsthorpe Parish Council.

The Clerk then proceeded to read out the letter of resignation from the previous Chairman Mr Gilbert Ward followed by the letter from Mr Paul Hammond stating that he was retiring as Vice Chair and Parish Councillor with immediate effect.

The Clerk then informed the meeting that she had notified the returning officer at SKDC of the two vacancies. Confirming that they will set the wheels in motion by advertising the fact that we have councillor vacancies, this gives the electorate the opportunity to call an election (this will only happen if 10 or more electors request so in writing). If no election is called, then the parish council will advertise for a co-option and follow our own co-option process.

The Clerk stated that before the meeting could begin she required someone to nominate a council member to take the seat just for the purpose of electing a new chairman.

Cllr Jane Barber nominated Cllr Tom Packer to take the seat; (there were no other nominees) this was seconded by Cllr Michael Bradshaw, this decision was agreed unanimously; the motion was passed by resolution of the Council.

Cllr Packer agreed to take the seat and took his place adjacent to the parish clerk.

1.	Nomination & Election Chairman - Cllr Packer in seat
	Cllr Packer asked for nominations for Chairman. Councillor Barber nominated Councillor Tom Packer as a candidate for Chairman, which was seconded by Councillor Bradshaw. There were no other candidates and Councillor Packer confirmed his standing. The motion was passed by resolution of the Council. The Chair duly completed and signed his declaration of acceptance of office, which was then signed by the Clerk. Newly appointed Chairman Tom Packer welcomed all to the meeting and thanked everyone for their attendance and support. He wished the parish council to know he was happy to be Chair until the end of the year in April 2018 when he would hope that another councillor would take up the mantle.
2.	Nomination & Election Vice Chairman
	Cllr Packer asked for nominations for Vice Chairman. Councillor Barber nominated Councillor Michael Bradshaw as a candidate for Vice-Chairman, which was seconded by Councillor Ablewhite. There were no other candidates and Councillor Bradshaw confirmed his standing and the motion was passed by resolution of the Council. The Vice-Chair duly completed and signed his declaration of acceptance of office, which was then signed by the Clerk.

Open Session – Public Forum – 7.10 pm

One member of public attended the meeting as an observer only.
 Cllr P Bosworth asked the meeting if the parish council had any plans to pay tribute and celebrate Mr Gilbert Wards long service to the parish council. Cllr Tom Packer responded to this along with other councillors and suggested that the parish councillors should discuss this at the next meeting in January. The Chairman gave a brief tribute to Mr Gilbert Ward and commented on what an amazing job he had done over the years as Chair. He also wished it to be noted that the parish council recognise the commitment and hard work of ex Vice Chair Mr Paul Hammond; he was sad to say with both councillors leaving we had lost over 70 yrs. of combined parish council knowledge and experience.
 The Chair also wanted to give thanks to the Parish Clerk for her support and calm organisation during a very difficult time for the parish council.
 Open session closed at 7.15 pm.

3. Apologies - Nil

4. Disclosure of interest in agenda items - Nil

5. To approve minutes of meeting held on the 30th October 2017

The clerk highlighted to the meeting that as a courtesy she had sent a copy of the draft minutes to both Mr Gilbert Ward and Mr Paul Hammond. Mr Ward had responded to say he was happy with the minutes. Mr Hammond had responded and asked that the clerk report his comments that he somewhat resented being represented as the 'bad boy' in the meeting minutes and also felt that declaration of interest should be declared more readily by councillors if possible.

In response Cllr Packer confirmed again that he had declared an interest at the appropriate time as accurately minuted. The Chair however asked if the parish clerk could give more detail in future agendas particularly in planning agenda items to make any council members aware as early as possible if they might have to declare an interest in advance. The clerk agreed that this was a good idea but also wished to record that it was also completely appropriate to declare an interest at the start of an agenda item if it is only realised at that point.

The draft minutes having been circulated prior to the meeting were then agreed and proposed to be a true and accurate record by Cllr Bradshaw and seconded by Cllr Ablewhite. The minutes were passed as approved by resolution of the Council. The minutes were duly signed and dated accordingly by the Chairman.

6. Precept 2018/19

The Parish Clerk confirmed a parish grant of just £143 and wished to reiterate to the parish council that next year there would be no parish grant for any parish councils going forward from 2019/20.

After discussion the total Income required was agreed unanimously to remain the same as last year at £6500-00 with net precept required to be levied at £6357-00.

The Chairman asked that next year we plan a more detailed discussion on this item well in advance perhaps in our October meeting. The parish clerk made note to accommodate this.

Action; Clerk to submit precept to SKDC by 19/01/18 deadline.

7. Christmas Plans – Xmas Tree, Refreshment, Carols etc.

The Chair commented that we are late organising the Christmas tree lighting and carols etc. due to parish council issues and having to deal with losing our Chair and Vice Chair which meant we had to cancel Novembers meeting and reorganise.

Cllr Barber kindly offered again this year to take care of ordering and paying for the Christmas tree to be reimbursed in January. A 10 ft. tree is required. Cllr Salmon and Cllr Ablewhite kindly offered to collect the tree and Cllr Bradshaw would help organise placement of the tree and putting on the lights.

The switching on of the lights and carols were planned for Thursday 14th December at 6 pm followed by wine and mince pies available at the social club from 6-30 pm.

Cllr Packer offered to put together and print off some carol sheets to be available on the night. The clerk would design and put together a poster to advertise the event. This will be advertised on the parish council website and also in the village.

Action; Clerk to together a poster to advertise the event.

Action; Cllr Barber to organise tree and refreshments.

Action; Cllr Salmon to collect tree.

Action; Cllr Bradshaw to erect tree and put up lights.

Action; Cllr Packer to put together and print carol sheets

8.	Clerks Report		
a.	Bank balance	£5844.03 as at 05/11/17.	
b.	Summary update on items to be carried over to January Meeting		
	The Clerk gave brief summary of the following and these would be carried over to January meeting		
	<ul style="list-style-type: none"> - Community Cleaner – Route to be agreed, contract to be finished. <i>Action; Clerk to try and contact community cleaner again to ask him to attend Januarys meeting</i> - Standing Orders/adopted Policies – Clerk to continue with a view to finalise at February meeting <i>Action; Clerk to continue with preparation for adopting policies</i> - Land between Cobleas & Cemetery – No response or update from Belvoir Estate <i>Action; Cllr Packer to follow up with Belvoir estate and report back in January</i> - Playground Signage- No quote received as yet <i>Action; Clerk to follow up with Wicksteed and chase quotation</i> - Auto allocated External Auditor under new process –£200 fixed costs 		
9.	Playground Safety Checks		
	Chair requested a volunteer to take up the playground safety check job left vacant by Mr Hammond. Cllr Barber offered to take this on. <i>Action; Clerk to put together a checklist from information previously received form Mr Hammond and pass on to Cllr Barber.</i>		
10.	Reactive Speed Signs		
	Chair requested a volunteer to take up the Reactive Speed Signs administration job left vacant by Mr Hammond. Cllr Bradshaw offered to take this on as he had already collected the additional equipment from Mr Hammond. Cllr Packer offered to take this equipment on and look at the data downloads as and when required. <i>Action; Cllr Bradshaw will change and relocate speed signs as required. Also to pass on equipment to Cllr Packer.</i> <i>Action; Clerk to chase up response regarding application for additional post.</i>		
11.	Correspondence – The clerk read out the following to the meeting:		
a.	Pelican Trust		
b.	2019 school admissions policy consultation		
c.	South Lincolnshire Blind Society		
d.	Playground Spares and Components		
e.	Timings of part-night streetlights		
f.	PC Flood Information Request- Sedgebrook Road		
12.	Planning	- Nil	
13.	Accounts for payment		
a.	Room Hire	£10.00	100879
b.	Clerks Salary (Nov no meet)	£199.86	100876
c.	Clerks Salary & Expenses	£180.01	100877
d.	Stacey Woodward	£55.00	100880
e.	HMRC ¼ return	£333.47	100878
14.	Items for next month's agenda		
a.	Concerns raised regarding state interior the village church -	Chair to follow up with Lesley Devine, Lay Preacher	
b.	Pot hole at top of the village -	Cllr Ablewhite to take photo and email to clerk	
c.	State of footpath on Sedgebrook Road -	Clerk to contact SKDC re putting up signs forbidding horses	

There being no further business the meeting closed at 8.15 p.m.

Signed:

W.A. Packer

Date:

31-1-18

Chairman, Woolsthorpe by Belvoir Parish Council