

# Wragby Parish Council

VIRTUAL MEETING HELD ON MONDAY 20<sup>TH</sup> JULY 2020 AT 7.15pm

Under the Local Authorities (Coronavirus) (Flexibility of Local Authority Meeting) (England) Regulations 2020, this meeting was held by video conference.

## MINUTES

Present: Cllrs Mrs J. Cripps (Chairman), S. Calderbank, Mrs Z. Dalby, D. Moorby and R. Watts

Also present: Clerk - L Blankley. EDCC Cllr Mrs Platt and PCSO Nigel Wass was also present for the public forum. Mr C Thomas attended the meeting as the incoming Clerk.

### Public Forum

There being no members of the public present PCSO Wass updated Councillors regarding police activity in the village. He informed Councillors that during the Lockdown period regular speed checks had been carried out following receipt of data from the Clerk. He also confirmed that his PCSO colleague would be resuming carrying out checks and that the Road Safety Partnership could be involved to bring the mobile unit into the area. Cllr Mrs Dalby enquired whether there had been any other issues other than a noise nuisance that she was aware of and Cllr Moorby enquired about the activities of an unauthorised vehicle causing a nuisance. PSCO Wass confirmed that he was aware of them and would take appropriate action if required.

Cllr Mrs Platt had no issues to raise or bring to Councillors attention.

14. The Chairman welcomed everyone to the meeting and Mr Thomas was introduced to those that he had not already met.
15. On a proposal by Cllr Mrs Dalby, seconded by Cllr Moorby it was RESOLVED by unanimous vote of the council that apologies be received and approved from Cllr Mrs Martin.
16. Co-option - the Clerk confirmed that there were no active enquiries to be considered.
17. On a proposal by Cllr Watts, seconded by Cllr Mrs Dalby it was RESOLVED by unanimous vote of the Council to approve the notes of the Meeting held on 15<sup>th</sup> June 2020 as the minutes.
18. The Councillors received the Clerk's report on matters outstanding from last Meeting
  - a. Minute 43 - Bus stop post replacement awaiting LCC response.
  - b. Minute 118 - English Heritage Site improvements - pending.
  - c. Minute 154 - Amp / Microphone / Mixer - in safe storage
  - d. Minute 167 - Henry Mawer Charity - to be future agenda item.
  - e. Minute 195a - Christmas Lights checked by Cllr Moorby and several strings require replacement. The matter will be on the agenda in September for approval.
  - f. Minute 195b - Emergency Planning - rescheduled date awaited
  - g. Minute 197 - one quote received to benchmark against for Cemetery drainage. Covid-19 postponed. Site currently very dry.
  - h. Minute 198 - Tree - response received from ELDC. Future Agenda.
  - i. Minute 202 - response received from Lincolnshire Co-op circulated.
  - j. Minute 212a - National Events - enquiries postponed

19. The Council received the Clerk's update on correspondence received since the last Meeting
  - a. LALC Newsletters - distributed
  - b. Institute of Cemeteries and Cremation Management - various updates and journal
  - c. Routine Invoices
  - d. Remittance advices - Co-op Funeral Fees
  - e. Cemetery Burial Notices and correspondence - 14/07/20
  - f. Planning Applications correspondence - ELDC
  - g. Highway requests -
    - i. footpath from Silver Street to Town Hall very overgrown. Request lodged with LCC / Handyman carried out a safety cut in interim. LCC scheduling work.
    - ii. Overhanging trees - Swallow Drive - request made to residents.
  - h. Good Neighbour Scheme details and prospective survey letter / forms.
  - i. Application forms relating to Clerk's vacancy.
  
20. Planning Matters
  - a. Update on Planning Matters since the last Meeting
    - i. The following submissions have been made to ELDC under delegated authority -
      1. S/216/00864 /20 Veterinary Surgery, Louth Road - Support - additional facilities for the community.
      2. S/216/00895/20 Land North of Bridle Way - Neutral Stance - Development already has approval.
      3. S/216/00915/20 Forest Lodge Guns - No objections
    - ii. The following information has been received -
      1. S/216/00287/20 - Former Cattle Market - Approved - Full Planning Permission
      2. s/216/00335/19 - Land to South of Horncastle Road - Full Planning Permission
  - b. Councillors considered suggestions / options for 5 No Road names for the Gleasons development off Horncastle Road and on a proposal by Cllr Mrs Dalby, seconded by Cllr Moorby and RESOLVED by unanimous vote the following are to be requested -
    - i. Wheatsheaf Drive
    - ii. Barleycorn Lane
    - iii. Ryegrass Road
    - iv. Harvest Close and
    - v. Fields End
  
21. Delegated Decisions
 

On a proposal by Cllr Moorby, seconded by Cllr Calderbank it was RESOLVED by unanimous vote of the Council to approve and adopt decisions taken under delegated authority as follows -

  - a. Payments schedule dated 29<sup>th</sup> June 2020 - £1215.05
  - b. Payments schedule dated 20<sup>th</sup> July 2020 - £ 1224.28
  - c. Future Payments schedule to be dated 28<sup>th</sup> July - final payment to outgoing clerk and part payment to new clerk and expenses due, and subsequent HMRC.
  
22. Budgetary Control
 

Councillors received financial reports and variance to budgets to 30/06/2020. The Clerk confirmed that all budgets are sufficient for the expected activity for 2020/21 except for the unexpected expenditure on the Community Aid support which consisted of printing leaflets and the phone sim monthly payments. ELDC Cllr Mrs Platt reminded Councillors that she had special funds to support any such initiatives in addition to her annual Councillors grant that she still had available.
  
23. Community Aid
 

Councillors received an update on the scheme created / hosted by the Parish

Council. The Chairman and Clerk attended a virtual Afternoon Tea with the Good Neighbours Officers and subsequently received details of other proposed schemes. The first stage would be that the GNS would prepare a circular to be delivered door to door to ensure full coverage exploring what need there may be and also how many volunteers were available, who are vital to the success of the project. GNS team will handle responses and report back to the instigators. As the Parish Council recently led the Community Aid scheme it is envisaged that they will be involved in the investigations but not be the lead partners, although funding may be a consideration. The schemes generally subscribe to a software agreement to handle volunteers and requests. It was agreed that the PC continues to work with GNS and contact community groups in the village to establish partner support to ensure maximum level of success. This could establish a sustainable support network in the event that a similar event or second Covid-19 outbreak occurs. The matter would be brought back to the next meeting in September to authorise further involvement. The Clerk also reported that to date official activity in the village had reached 90 shopping trips, 287 prescriptions collected and delivered, 19 errands and 31 enquiries by the Parish Council and 167 Food bank boxes, 982 Meals on Wheels and 3320 Children's collect and go lunches by Wragby ChEF. The efforts were commended by Councillors. The Chairman confirmed that demand for the service has dropped recently and that the Community Aid scheme would stop for the time being at the end of July.

24. Staff Recruitment

The recruitment panel (Cllrs - Mrs Cripps, Watts and Calderbank), under delegated authority, have recruited Carl Thomas as the new Clerk & RFO on an agreed salary scale and £30 per month home use expenses, to be reviewed after 6 months. A contract has been issued and signed by Mr Thomas and will be signed by the Chairman on the 20/07/2020. Mr Thomas has provided evidence of his right to work in the UK and references have been sought. Preliminary conversations and on the ground, familiarisation have taken place with the outgoing clerk to ensure seamless continuity for the council.

- a. On a proposal by Cllr Watts, seconded by Cllr Calderbank it was unanimously RESOLVED by vote of the Council that Mr Thomas is appointed as the Clerk and RFO with effect from 24<sup>th</sup> July 2020 and assume the appropriate delegated authority and additional (Covid-19) delegated authorities including bank access.
- b. On a proposal by Cllr Watts, seconded by Cllr Mrs Dalby it was unanimously RESOLVED by vote of the Council that, with both parties consent given, the handover continues until such time that the new Clerk has access to all required facilities including the bank to ensure that business is not interrupted. That Mrs Blankley, with her agreement, remains as an employee until that time in an unpaid capacity.

25. Cllr Dalby reported that the safety barriers along the A158 between the housing estate and industrial estate were damaged. Clerk would report to LCC.

26. The next meeting will take place on Monday 2<sup>nd</sup> September 2020 with the venue / format subject to availability and local conditions nearer to that date.

The meeting closed at 20:17 Hrs

Chairman.....

Date.....