

Wragby Parish Council

MEETING HELD ON MONDAY 3RD FEBRUARY 2020

IN THE ANNEX OF WRAGBY TOWN HALL AT 7.15pm

MINUTES

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

Also present: Clerk - L Blankley, ELDC Councillor Mrs Platt, PCSO Wass and PCSO Key and two members of the public.

Public Forum

A gentleman spoke of his disappointment with speeding farm vehicles through the village losing part of their loads that was not cleaned up by the persons involved or dealt with by local councillors. He was encouraged to report similar incidents to the Police or relevant authorities by the PCSO's present. He was also disappointed that the police presence in the village was not evident. The PCSO's present explained that they had many varied duties and were temporarily reduced in numbers which had impacted on their available time for a visible presence.

PCSO Wass confirmed that there were speed checks being carried out when duties permitted.

PCSO Wass confirmed his support for the Hi Vis vest initiative at the Primary School and that he would be working with the Mini Police on projects such as parking on Silver Street and gatherings at the school gates.

186. Chairman's Welcome and Opening Remarks.
The Chairman welcomed everyone to the meeting.
187. Apologies for absence
Apologies from Cllr Mrs Martin were received after the start of the meeting. LCC Cllr Mrs Bradwell sent her apologies as she was unable to attend the meeting.
188. Councillors' Declarations of Interest
Cllr Watts declared an interest in Agenda Item 24 Grants as Town Hall Treasurer and Cllr Calderbank declared an interest in item 24 Grants as Wragby Parish Council representative on the Town Hall Committee.
189. Minutes
On a proposal by Cllr Mrs Dalby, seconded by Cllr Watts it was unanimously **RESOLVED** to approve the notes of the Council Meeting held on 2nd December 2019 as the minutes.
190. Clerk's report
The Clerk issued a report on matters outstanding from the last Council Meeting -
 - a. Minute 43 - Bus stop post made safe. Reinstatement chased.
 - b. Minute 95 - to arrange Parish Meeting for Planning - pending.
 - c. Minute 118 - English Heritage Site improvements - pending
 - d. Minute 152 - a. iii. VE75 Promotional Material not yet available
 - e. Minute 154 - Amp / Microphone / Mixer enquiries continuing
 - f. Minute 167 - Henry Mawer Charity - query raised with CC.
 - g. Minute 168 c - Mill View Road reported and chased
 - h. Minute 170 - VE Day Town Hall booked for Community Meeting 24th February 2020
 - i. Minute 171 - Highways grass cutting - on agenda
 - j. Minute 172 - Post Office - on agenda

191. Clerk's update on correspondence received since the last Council Meeting
- a. Highways Maintenance Reports - LCC Councillor
 - b. LCC Grass cutting agreement
 - c. LALC Newsletters
 - d. Routine invoices
 - e. Post Office - Hosted Outreach Post Office launch confirmation
 - f. Pensions Regulator - confirmation of re-enrolment
 - g. Environment Agency - notice of extension to licence for water abstraction.
 - h. ELDC - Street naming request.
 - i. Arthritis Action - Lincoln Launch Posters
 - j. Local Resident - complaint - Mill View Road potholes and old Co-Op store.
 - k. LCC - Parish Website - upgrade
 - l. Councils and Clerks Direct
 - m. Cemetery Memorial enquiries
192. Co-option / Election
- The Clerk confirmed that she had been informed that ELDC having received no requests for an Election that the casual vacancy could now be filled by co-option and that she would renew the posters in the Noticeboards and on the website.
193. Annual Parish Meeting
- The Clerk confirmed that date and time requirements for an Annual Parish Meeting. On a proposal from Cllr Mrs Cripps, seconded by Cllr Mrs Dalby it was unanimously **RESOLVED** that authority was delegated to the Clerk to check the availability of the Town Hall and book the venue and further to make arrangements for a suitable speaker at the meeting when grants would also be distributed.
194. Parish website
- LCC has informed Wragby PC that it is upgrading parish websites that it hosts and will switch off existing at 30th April 2020. The Clerk confirmed that she had arranged to attend the necessary training on 22nd April 2020 and that LCC had confirmed that sites would be available as long as necessary.
195. Reports from Councillors
- a. Christmas Tree provision and lighting - Cllr Moorby
Cllr Moorby informed the Committee that the tree had been well received as a good specimen and that the Volunteer group had indicated their willingness to repeat the task again this coming year. Some light strings would require replacement and quotes and a report would be brought back to the Council when they had been fully checked.
 - b. Emergency Planning Meeting - Thursday 9th February 2020 -
Cllrs Calderbank and Watts reported that they had attended the meeting which unknown to them had been cancelled and the message not received. The Clerk confirmed that she had not received any further information to date.
196. Road and Pedestrian Safety
- a. Councillors received Reactive Speed Sign Data for December and January and expressed their concern and disappointment at the maximum speeds recorded which were 100 mph and 65 mph respectively.
 - b. On a proposal by Cllr Mrs Cripps, seconded by Cllr Calderbank it was unanimously **RESOLVED** to write to Cllr Mrs Bradwell and request a review of speed limits in the village with a view to a reduction to 20mph.
197. Cemetery -
- a. The Clerk reported that there had been one burial in December and none in January.
 - b. Drainage issues at Cemetery - the Clerk confirmed that the high levels of rainfall over the last few months had caused the ground to become waterlogged which visitors had found distressing. The Handyman had suggested solutions for different areas and a cost to the Council using his

allocated Wragby days. It was agreed that appropriate quotes would also be sought and brought back to the next meeting of the council.

198. Trees

Councillors received the tree safety report commissioned in 2018 and noted outstanding works to be carried out. The Clerk informed Councillors that Dove Park fell within the Conservation Area and on a proposal by Cllr Mrs Cripps, seconded by Cllr Mrs Dalby it was **RESOLVED** that the Clerk should consult the appropriate authorities with regard to protected areas and permissions required and obtain relevant quotations for the work.

199. Assets

Councillors received a report compiled following inspection of Parish Council assets and noted that some items required minor work such as repainting which could be carried out by the Handyman in his allocated time to be programmed in. On a proposal by Cllr Mrs Cripps, seconded by Cllr Mrs Dalby it was **RESOLVED** to write to ELDC to ask what planned works there might be to the building that houses the Public Toilets and the facility itself as it was felt that they required attention and presented a poor image in the Market Place.

200. VE75 Celebrations and Commemorations

The Clerk informed Councillors that she had not received any response from residents regarding VE75 but had contacted the local Bell ringers who confirmed that they would be joining the celebrations. The Clerk also confirmed that a meeting open to residents and businesses would be held on 24th February 2020 at 7pm in the Town Hall Annexe.

201. Outreach Post Office

The Clerk confirmed that she had received additional information from the Post Office regarding a hosted outreach Post Office service which was to commence on Wednesday 5th February at the Turnor Arms provided by the Reepham Postmaster. The service would consist of two, two-hour sessions per week.

202. Market Place Buildings

Following a request by a local resident on a proposal by Cllr Mrs Cripps, seconded by Cllr Moorby it was unanimously **RESOLVED** to write to Lincolnshire Co-op to enquire how pro-actively it was promoting the use of the building in the Market Place and whether the condition and frontage could be improved in the interim.

203. Road Naming

On a proposal by Cllr Mrs Cripps, seconded by Cllr Calderbank it was unanimously **RESOLVED** to support the proposed road name of Ferndale Close for the properties adjacent to Ferndale House.

204. Income and Expenditure

- a. On a proposal by Cllr Watts, seconded by Cllr Dalby it was unanimously **RESOLVED** to approve the following schedules of payment
 - i. dated 27th December 2019

Payee	Description	VAT	Invoice Amount
Bardney Group Parish Council	Chain / Rpr ride on mower		£38.56
Bardney Group Parish Council	Handyman 21/11 & 5/12		£211.60
Wragby Town Hall Mangement Committee	Additional Hire 27/1/20 & 24/2/20		£25.00
Mrs L Blankley	Salary		£622.80
HM Revenue and Customs only 475PA00153259	Salary Employers / Ees		£175.86
Fillingham Christmas Trees	Christmas Tree	£30.00	£180.00
MKS Groundcare Ltd	Grass Cutting 8/36	£67.50	£405.00
		TOTAL	£97.50
			£1,658.82

ii. dated 27th January 2020

Payee	Description	VAT	Invoice Amount
ICCM	Membership Fees		£95.00
Mrs L Blankley	Salary		£622.80
HM Revenue and Customs only 475PA00153259	Salary Employers / Ees		£175.86
MKS Groundcare Ltd	Grass Cutting 8/36	£67.50	£405.00
	TOTAL	£67.50	£1,298.66

iii. dated 3rd February 2020

Payee	Description	VAT	Invoice Amount
HM Revenue and Customs only 475PA00153259	Salary Employers / Ees replaces Cheque 785		£175.86
L Blankley	Clerks Expenses		£14.64
	TOTAL	£0.00	£190.50

205. Budget Monitoring Report as at 31st January 2020
Councillors noted the budget monitoring report and bank reconciliations.
206. Budget / Precept
The Clerk reported that she had submitted the approved request for Precept and had received confirmation of receipt back from ELDC.
207. Bank Mandate
The Clerk confirmed that all mandates had now been processed and approved signatories of Cllrs Cripps, Dalby, Moorby and Watts were now active.
208. Pensions Regulator
Councillors noted that confirmation has been received from the Pensions Regulator that the re-enrolment process is complete and that the process will repeat in 3 years' time.
209. Grants
On a proposal by Cllr Mrs Dalby, seconded by Cllr Moorby it was unanimously RESOLVED by participating Councillors to approve the following:
- a. Funded from 2019/20 Budget - £500
 - a. Wragby Primary School -£500 to purchase Hi Vis vests for road safety purposes. Funds to be issued immediately.
 - b. Funded from 2020/21 Budget to be issued in April 2020 - £2,034
 - a. Wragby Community group £400 for Textile Workshops
 - b. Wragby and District Social Group £250 for room hire and outings
 - c. Wragby Football Club £500 for grass cutting
 - d. 1st Wragby Scout Group £400 for tables
 - e. Wragby Joint Uniformed HQ Management Committee £180 for grass cutting
 - f. Wragby Town Hall £304.00 for Fire Extinguishers
- Cllrs Watts and Calderbank did not participate in the vote having previously declared an interest in this item.
210. Training -
It was agreed to defer this item pending review of the training programme available.

211. Internal Control Reviews
Following recent training carried out it was agreed to present the Internal Controls in place for approval at the next meeting to give assurances for the Annual Return.
212. Confidential Items
On a proposal by Cllr Mrs Dalby, seconded by Cllr Moorby it was unanimously **RESOLVED** to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed in relation to the following matters:
- a. Suitable arrangements are in place for events of national importance - to be brought back at the next meeting.
 - b. Update on confidential cemetery item - Councillors noted that all relevant paperwork was now in place and has been issued.
213. Items for the next Meeting
Councillors nominated the Market Place railings and the condition of ELDC assets including the decorative seating and lights.
214. Councillors noted the dates of next Meetings: - Monday 2nd March 2020, 6th April 2020
215. The meeting closed at 21.16hrs

Chairman.....

Date.....