

TETFORD & SALMONBY PARISH COUNCIL

Minutes of the Parish Council Meeting held on
Wednesday, 14th April 2021 at 7.30pm by video conference link

Present:	Chairman	Cllr Lonie
		Cllr Renshaw
		Cllr P Todd
		Cllr Davison
		Cllr Larder
		Cllr Kilby
		Cllr Cawthorne

Cllr Andrews (ELDC)
PCSO Wass

Clerk – M Hoad taking minutes.

No members of the public dialled into the conference call. Some resident's comments had been received by email/telephone prior to meeting and it was agreed to address these under the relevant agenda items below or correspondence during the full meeting. There being no further questions from the public the Chairman welcomed attendees and opened the meeting for business. As a mark of respect, a one-minute silence was held to acknowledge the sad death of HRH Prince Phillip, The Duke of Edinburgh.

01196 Apologies for absence – No apologies had been received; however, it was acknowledged that Cllr Marfleet was undertaking canvassing and was therefore unlikely to be able to attend.

01197 Declarations of Interest – there were no Declarations of Interest provided by Councillors.

01198 Minutes of the Parish Council Meeting held on the 14th March 2021 had been circulated & **it was resolved** to accept them as correct. A hard copy of the minutes had been provided to the Chairman for signature.

01199 Financial Matters

- a. Accounts to be paid/authorised – Clerks March Salary & Expenses; LALC Annual Membership £158.40; LALC Annual Training Scheme £102; Bollards for Rec Ground £50 (authorisation only) – The Clerk had circulated a report, prior to the meeting, for Council’s consideration reviewing the costs associated with joining the LALC ATS - **it was resolved** to join the LALC ATS and to authorise all payments.
- b. Accounts as at end of March 2021 – Bank Reconciliation as at end of March 2021 had been circulated for review and was accepted as correct, to be signed by the Chairman and Clerk.
- c. Councillors Budget Statement – Budget statement as at the end of March 2021 had been circulated for review and was accepted as correct, to be signed by the Chairman.
- d. Appointment of Internal Auditor – **It was resolved** to appoint J Cooper as internal auditor and authorise fee of £40 for audit work.

01200 Planning Matters: - Council had received the following application for review and comment:

S/177/02206/20 MANOR FARM, EAST ROAD, TETFORD, HORNCastle LN9 6QL – Amendments received – Landscape & Visual Impact Application & Ecological Update. Following debate, **it was resolved** that these amendments did not impact the specific objections previously lodged by the Parish Council to this application. The appropriate agencies would need to review these documents and the redacted statement, therefore no additional comment was required by the Parish Council at this stage. The Clerk was asked to confirm this position to ELDC.

01201 Adoption of New Council Policies: Copies of the following draft policies had been circulated for consideration for adoption by Council:

- a. Breach of Data Policy
- b. Equal Opportunities Policy
- c. Communications Policy
- d. Social Media Policy

Following discussion, **it was resolved** to adopt the above policies, which will then be reviewed annually by Council. Consideration was also given to Councillors having a Parish Council specific email address to ensure the correct handling of any electronic personal data and to provide a public address for Cllrs separate to their private one. The Clerk was asked to investigate the costs of a Parish domain to host the web site and specific email addresses for Cllrs. Cllrs would also consider the option for creating separate personally owned email addresses just for PC use. This item is to be reviewed and agreed on at the next Parish Council meeting in May.

01202 Recreation Ground Update – Following a meeting of Cllr Lonie, Cllr Renshaw, the landlord of the Recreation Ground and a representative from the Recreation Ground Committee – **it was agreed** that x2 removable bollards should be inserted at the rear of the village hall car park at the entrance to the field to ensure security of the grounds from unauthorised vehicle access. The main field gate to the recreation ground, opposite the pub, would be kept locked and the Clerk was asked to contact the Footpath agency regarding the possible provision of a wooden gate on the pedestrian access next to this field gate. The planting of additional trees on the boundary of the Recreational Ground was discussed and **it was agreed** that a proposed planting plan would be submitted by the Parish Council for acceptance by the Landlord and the Recreation Ground Committee, prior to sourcing tree sponsorship and possible donations from nurseries. Cllr Davison confirmed to the meeting that the first cricket match had taken place on the recreation ground the previous weekend.

01203 Grass Cutting – Concerns had been raised regarding LCC Highways cutting of Little London, due to problems experienced last year. **It was resolved** to ask the Clerk to contact Highways and ask for only one late cut (July +) on this section of highway. This would also be discussed with the local landowner who has previously undertaken hedge and grass cutting for this area.

01204 Neighbourhood Projects and Community Engagement –

- a. **Replacement of Village Planters** – Copies of pictures of the condition of the village planters had been circulated to Cllrs prior to the meeting. A resident had requested that these be repaired or replaced. Following debate, **it was resolved** to ask the Clerk to find out about the costs of new planters made from re-cycled materials that would have a longer life. Clerk to report back at next meeting.

- b. **Community Newsletter** – It was resolved to distribute a May addition of the next newsletter which the Clerk would draft for Council sign off.
- c. **Volunteer Litter Pick** – Cllr Cawthorne advised there had been 20 volunteers at the recent litter pick and thanked all those involved for their support. The volunteers had been able to cover a 2-3 miles radius around the village and Cllr Cawthorne advised that on contacting ELDC for waste collection they had been incredibly supportive of the volunteer activities and keen to work with the community in providing some level of equipment for picking (support for keeping collection bags open). The Clerk advised she was re-drafting the volunteer risk assessment document to bring it up to date and this would be considered for adoption at the next Council meeting.
- d. **Project for Recycling of Plastic Milk Bottles** – Cllr Lonie had been in discussions with Polypipe regarding a possible project with the village school for the collection and recycling of plastic milk bottles, which in turn would raise funds for the school. **It was resolved** to ask Cllr Lonie to look into this further with Polypipe in conjunction with the School. Initially no obvious location could be agreed upon for the location of a plastics collection bin.
- e. **Update on ongoing community projects** – Cllr Larder informed the meeting she had already had several pledges from villagers towards the new Telephone box on South Road. Cllr Renshaw advised she was arranging for shelves to be put in the existing old box to see how well the community would start to use the facility. The existing box will be cleaned, and the light removed.

01205 Defibrillator – Cllr Larder advised that the defibrillator had been checked and was emergency ready and had not been used.

01206 Edward Richardson Trust Report – Cllr Renshaw advised that the Trust had received an application for support via the Parish Clerk and the individual had been contacted with the relevant forms to apply.

01207 Highways and Footpaths –

The following areas were highlighted as of concern/action:

- a. **Salmonby Bends** – The Clerk advised she had received a request from a resident for the Council to consider a one-way traffic light system for this area due to the narrowness of passing and avoiding the potholes. It was resolved as works are planned by Highways for the bends this May/June that the possibility of any additional traffic restrictions should wait until these works are completed.
- b. The 30 mile per hour sign on entering the village on Salmonby Road has completely faded – the Clerk was asked to report this was replacement.
- c. A resident had raised concerns regarding the footpath running from East Road Cul de Sac to West Road. That the footpath has a steep drop directly onto the road at West Road end. The Clerk was asked to report this to the footpaths agency to consider whether steps or a safer access/exit could be created.
- d. It was noted by Council that the potholes in the village had been filled in preparation for additional road surface dressing.

01208 Community Speed Watch Programme – **It was resolved** to contact the Speed Watch volunteers with a request to start the programme in April/May as further restrictions lifted. PCSO Wass agreed to support the ‘launch’ of the programme.

- 01209 Meeting Dates for 2021/22** – Due to the changes in legislation regarding the holding of remote meetings and the lifting of lockdown restrictions, the Clerk advised that meetings after the 6th May could no longer be held remotely. Therefore, **it was resolved** to hold the Annual Parish Council Meeting at Hamilton Hall on Wednesday 19th May to be in accordance with regulations. The June meeting would also be held on the 3rd Wednesday of the month, thereafter monthly Parish Council meetings would revert to the 2nd Wednesday of the month with no meeting scheduled for August or December. The Clerk would advertise these dates for the year. It was agreed that it would still be difficult to hold an Annual Parish Meeting for residents in May due to social distancing requirements, therefore a date for this event would be considered at the next meeting.
- 01210 District Councillors Report** – Cllr Andrews apologised that he had been unable to join many of the Parish meetings due to ill health over recent months. He confirmed that the District Council had completed the purchase of new premises in Horncastle and that ELDC planned to move their offices by Aug 2022. Savings had been made to District Council functions by combining with Boston Town Council, the combined Councils had taken on owning all their own services and repairs. Due to current restrictions ELDC's AGM would be held this year remotely on 27th April 2021. Cllr Andrews confirmed he also again this year had a community grant to offer up to £1000. The Clerk requested if Cllr Andrews to check into the glass collection for the village to ensure this was more regular and asked whether there was any additional programmes or actions being taken at District level to help tackle the increased problem of dog fouling.
- 01211 County Councillors Report** – Cllr Marfleet was canvassing and had not been able to attend the meeting. A copy of his briefing report had been circulated to all prior to the meeting.
- 01212 PCSO Report** – PCSO Wass advised that he was aware of some local theft from gardens and reminded all the need to secure sheds, garages etc and report and unusual activities. Recent police focus had been on traffic issues and wildlife controls across the county. PCSO Wass agreed that the inclusion of bollards to protect the Recreation Ground from unauthorised vehicles was a positive one. The Clerk asked if he could also make a visit at school start of finish times to check on the traffic situation and safety of pedestrians as this has been raised as a concern by a resident.
- 01213 Clerks Report** – There was no further report from the Clerk at this time.
- 01214 Correspondence** – The Clerk advised the following correspondence had been received and circulated for comment:
- a. Telephone request from a resident regarding the option for inclusion of single traffic lights at Salmonby Bends – This had been covered under Highway's agenda item.
- 01215 Councillors Reports** – Cllr Kilby advised the meeting that he had received requests from residents for the Parish Council to consider registering the village pub as a community asset. This action would aim to try to ensure a public house in the community for future generations. It was agreed that this option should be investigated, and findings and recommendations brought to the May meeting for discussion and consideration.

Following the requirement to lower the Union Jack flag as a mark of respect at the death of HRH Prince Phillip, it was brought to Parish Council's attention whose responsibility the village flagpole was. Following debate, **it was resolved** that the Parish Council would adopt the flagpole as a community asset and undertake the costs associated with its upkeep/repair and that of the flags. The Clerk will add this item to the Asset Register.

01216 **Items for the Next Agenda** – As identified above.

01217 Next Planned Parish Meeting - Wednesday 19th May 2021 (Annual Parish Council Meeting)

The Chairman closed the meeting at 21:49

Chairman Date

Clerk Date