

Waddingham Parish Council

Minutes of Parish Council Meeting held on **Monday 13th March** in the Village Hall

Present: Cllrs LJ Williams - (Chair) RL Coman JA Hill CS Metcalfe GA Thacker
A Watson A White AR Yates

Also present: BK Brooks Clerk/RFO LCC Cllr Strange WLDC Cllr Summer s
5 Resident 3 co-optees

1703/1 Chairman

Cllr LJ Williams was appointed Chairman to serve until the APCM in May

1703/2 Resignations

The resignations of - A Watson JB Tutty DT Waite JE Cousins - ***Noted***

1703/3 Apologies for absence

Received from Cllr PH Williams

1703/4 Declaration of Interest

- a. To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared. ***None Declared***
- b. To note dispensations given to any member of the council in respect of the agenda items listed ***None requested***

1703/5 To consider co-option of four Councillors

Resolved to co-opt Alison Watson Andrew White Paul Williams Andrew Yates as Councillors

1703/6 Minutes of Previous meetings to be approved and signed

The minutes the Parish Council Meeting held on Wednesday 4th January were approved and signed as a true and correct.

1703/7 Clerk's Report *Items clarified and noted :-*

Notified WLDC 2017/18 Precept
Liaising with LCC re Highways issues
Liaising with WLDC re resignations
Invited quotations for Village Green Maintenance 2017
Liaised with LALC re Training requests
Requested WLDC of the Dog Warden services
Invited Viv Hallam as Internal Auditor 2016/17
Responded to WLDC Street Nameplates survey
Circulated Co-option notice
Submitted Cllr Thacker Register of Interest to WLDC

1703/8 Representative's Reports

To receive reports. (Items requiring decisions not on this agenda to be placed on the next agenda).
LCC Councillor - ***Cllr Strange commented on Devolution plans for Lincolnshire under discussion with CC and all DC's / King William & Battle of Lincoln exhibition / delays to the by-pass due to archaeological finds / finances - balanced budget and all services were good.***
WLDC Councillor - ***Cllr Summers commented on the Hotel/Restaurant joint venture and shops regeneration programme for Gainsborough / proposed 'brown field' development programme to provide 800 houses / Pilgrim Father***

500 year celebrations planned for 2020 / Devolution of Lincolnshire under discussion with CC and DC`s / finances / distributed a broadband survey.

Lincolnshire Police - PCSO Law had emailed her apology and report - **Noted**

1703/9 Planning

- a. **PA/135504** The Old Vicarage - Conversion of Coach House to annex for Games/Music /Studio incl roofing & PA/135505 - Listed Building Consent **Granted**
- b. **PA/ 135397** 3 Redbourne Rd -To erect two-storey extension to South elevation of existing property to create a master suite at 1st floor and living space at ground. **Granted**
- c. **PA/135721** 5 Broadbeck - To erect extension to rear of bungalow to form new lounge, diner, and orangery. **Resolved No objections/comments**

1703/10 Correspondence for Discussion/Decision

- a) BKV Competition 2017 **Resolved not to enter**
- b) Nominations for the WL 2017 Community Awards - **Former Cllr JE Cousins was nominated - Cllr LJ Williams volunteered to prepare the submission**
- c) Emailed Agenda requests from Cllr Metcalfe :-
 - I. Risk Management Review
To consider the process for Risk Management that will need to be undertaken at the Annual Council Meeting in May.
To consider what policies and procedures need to be considered at that meeting.
To consider those that may need to be prepared for review or update at that meeting.
Cllrs Metcalfe Watson Yates volunteered to prepare draft policies & procedures.
 - II. Website Renewal
To consider findings from a review of domain and ISP renewal options for the Waddingham Website - **123connect appeared to be the preferred option**
 - III. Online Communications Policy and Website Information Management Process
To consider a candidate Online Presence policy
To consider a Website Information Management process - **Deferred next agenda**
 - IV. Playground
To consider applying for Large Community Grant using the donated monies to match fund the money held in trust for the playground.
To consider creating a working party to investigate options and requirement.
Cllrs Thacker & LJ Williams volunteered to investigate the views of the parish about a playground, if it was wanted and so where it could be placed.
 - V. Annual Parish
To consider date/time venue and agenda for the Annual Parish Meeting.
Date has to fall between 1st March and 1st June inclusive. Normally the Annual Parish Meeting is called and presided over by the currently elected chairman (assumed he resigned as both councillor and chairman?) Alternatively, any two councillors can call the meeting and pick a chairperson to preside.
Resolved to convene the APM & APCM on Wednesday 3rd May commencing @ 6.30pm
 - VI. Constable Ings
To consider and review the current status of the Constable Ings trust.
Governance documents (where are they?)
To identify current Officers of the Constable Ings Trust (Chairman, secretary, treasurer)
To properly identify the trustees of Constable Ings Trust
To confirm and properly identify the assets of the Constable Ings Trust

To identify and confirm the existing tenants of land and their contracts associated with the Constable Ings Trust. *Cllrs Metcalf & Thacker volunteered to consult with the Trust Secretary to collate all documents and information about the Constable Ings Trust*

1703/11 Correspondence for Information

The following were noted :-

- a. WLDC Street Nameplates survey
- b. Police TWITTER acc @WELTONHEMSPOL
- c. LCC Highway Grass Cutting
- d. LCC Highways Future Operating Model Communication
- e. Constable Ings Trust Report
- f. Website Information Management Process
- g. Website & Digital Presence Policy WPC

1703/12 Finance

- a. Accounts for payment - **Resolved to approve and sign for payment :-**
 - i. Clerk - Salary /Expenses 4th Quarter
 - ii. HMRC - PAYE 4th Quarter
 - iii. VH - Room Hire PCM`s
 - iv. VH - Room Hire Neighbourhood Plan Meetings
- b. Village Green Maintenance 2017 - **The two quotations were discussed - Cllr LJ Williams volunteered to discuss further with the contractors and circulate findings to councillors in order to make a decision to award the contract for the grass cutting ASAP.**
- c. Bank Mandate - **Cllr LJ Williams volunteered to obtain details of the following who were prepared to act as signatories – Cllrs RL Coman JA Hill CS Metcalfe GA Thacker LJ Williams PH Williams**

1703/13 Minor Items

Matters of correspondence for information which arrived after the agenda was posted. - **None**

1703/14 Agenda Items for the next meeting

1703/15 To confirm the date and time of the APCM on 3rd May commencing after the conclusion of the APM in the VH.

Meeting closed at 9.05 pm