

NOTES

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Please be advised that these are notes of the meeting taken by the Clerk and cannot in any way be regarded as the official minutes of Council proceedings until they are approved and signed at the next meeting

DRAFT MINUTES OF THE WOODHALL SPA PARISH COUNCIL MEETING HELD ON TUESDAY 17TH NOVEMBER 2020 AT 7.15 PM VIA ZOOM

PRESENT

Councillors: D Clarke (Chairman), J Needham, M Williams, R Ayling, S Huskisson, K Truss, P Jennings, C Marrs, N Ford, C Walker and R Wilson

IN ATTENDANCE

Councillor Patricia Bradwell LCC.
Councillor Craig Leyland ELDC.
Joann Greer, Parish Clerk.

FC/1/11/20

Chairman's Remarks

The Chairman stated the 1st draft budget on the agenda would take some time to plough through.

FC/2/11/20

Apologies for absence with reason given

ELDC Councillor Kemp sent his apologies.

FC/3/11/20

Declaration of Members' interests in accordance with the Localism Act 2011 (Disclosure by all members present of disclosable pecuniary interests in matters on the agenda that have not already been declared on their Declarations of Interests form or put in writing to the Monitoring Officer at East Lindsey District Council)

No declarations were made.

FC/4/11/20

To consider requests from members for a dispensation on any items on the agenda (In accordance with the Localism Act 2011 the Parish Council has the authority to grant any members present a dispensation on their disclosable pecuniary interest so that they may take place in the debate and vote).

No requests were made.

FC/5/11/20

To resolve to fill the remaining Parish Councillor casual vacancies by co-option

The remaining candidate from the October meeting was the only applicant. It was proposed, seconded and unanimously resolved to co-opt the Richard Brown as a co-opted councillor.

It was proposed, seconded, and unanimously resolved to accept the signed acceptance of office forms via the ZOOM link.

FC/6/11/20

Notes of meetings to be approved as the minutes

a. Full Council Meeting 20th October 2020

It was proposed, seconded, and resolved to accept the notes as the minutes.

FC/7/11/20

To consider and adopt the updated committee Terms of Reference

a) The Planning Committee

It was proposed, seconded, and unanimously resolved to accept the Planning Committee terms of Reference.

b) The Facilities Committee, noting the name change

It was proposed, seconded, and unanimously resolved to accept the Facilities Committee terms of Reference.

FC/8/11/20

To receive the draft notes from committees

a) The Planning Committee held on 3rd November 2020

There were no questions raised from the Planning Committee notes

b) The Facilities Committee held on 4th November 2020

There were no questions raised from the Planning Committee notes

FC/9/11/20

To receive reports from District and County Councillors

LCC Councillor Bradwell had inspected the footpaths with Councillor Huskisson and found tree roots were responsible for lifting some of the paving stones. A repair works order will be completed, Councillor Bradwell will keep the WSPC updated with progress report.

Councillor Bradwell raised concerns about low lying property developments within the village who would be at risk of flooding. She stated a joint approach with ELDC would be required to address this.

They drainage scoping exercise of the village has been awarded funding and will start in the near future, the WSPC will be kept updated.

ELDC Councillor Craig Leyland stated the Covid 19 situation in the district has become a significant issue and has double the number of cases than the first outbreak. Once the current Lockdown is lifted on 2nd December a higher tier assigned to the area would have a severe impact on businesses. County Covid Wardens are currently being trained, WSPC will be kept updated regarding the launch date of the service, roles, and authority.

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FC/10/11/20
Financial Matters

a) To approve automated payments and future payments to be made

Person/Company to be paid	Invoice No.	Details	Amount £
J Greer HMRC LCC Pen	20/107	Staffing Costs	2038.88
Tony Gibbons	20/108	Village Maintenance & Grave Marking	279.00
Good Life Gardener	20/109	3 x invoices Kirkby Lane garden of remembrance. Long Avenue St Andrews & Chapmans Contract	33.00 205.00 175.00
Lights4fun	20/110	Festoon Lighting Royal Square	643.99
Malc Bibby	20/111	Flagpole holders x 2	36.00
SSE Electricity	20/112	Station Rd	88.66
Welton Garden Services	20/113	Cemetery & Verge grass cutting contracts	1404.00
Payroo	20/114	Payroll System	6.00
Opus Gas	20/115	Office Gas Supply	18.00
R. G hygiene	20/116	Office Cleaning	24.00
LALC	20/117	2 x Councillor online Training	54.00

It was proposed, seconded, and unanimously resolve to approve the payments listed.

b) To receive the bank reconciliation

The bank reconciliation data was noted and accepted.

c) To resolve to replace the two village map boards with an enlarged map and omitting business details

It was proposed, seconded, and unanimously resolved to update the 2 map boards without business details. The Clerk is to source a quote for the December meeting.

d) To consider and resolve the earmarked reserves for 2020/21

A first draft of the earmarked reserves was considered and noted.

e) To consider the 1st Draft budget for 2021/22 and resolve recommendations

The Scribe Cost Centre's were scrutinised to identify which were still relevant, and which needed to be removed. The Finance Working Group will provide full details for consideration at the December meeting with figures included.

FC/11/11/20

To note a brief report from the onsite meeting regarding the Asset Transfer with ELDC and to resolve any actions

Councillors Clark and Marrs met with Andrew Sweeney from ELDC. The Clerk was also present. A brief inspection of the public conveniences was scheduled but access could only be gained into the ladies' toilets. Mr Sweeney is to arrange another visit and provide WSPC with photographic evidence of the condition of the

facilities. The Asset Transfer will be considered by Full Council once all the relevant information is available.

FC/12/11/20

To consider the Covid secure Remembrance Day Service 2020 and note positives/negatives

Councillor Leyland was very positive about the service held in St Andrew's Closed Churchyard, ensuring social distancing measures were adhered to. He reported the RBL were very appreciative.

FC/13/11/20

To note the change of date for the Christmas Tree programme

Due to the Coronavirus current lockdown the Christmas Tree programme has been rescheduled to Sunday 6th December pending new Government Tier classification for the village. Further details are to follow.

FC/14/11/20

To receive general correspondences and resolve action if required

- a) To note a complaint from a resident on St Andrew's Walk regarding the lack of grass and hedge maintenance carried out on the site. Councillor Leyland asked for details to follow up with the contractor.

FC/15/11/20

Dates and times of next meeting

Planning Committee 2.30pm Tuesday 1st December
Facilities Committee 2.30pm Wednesday 2nd December
Full Council Meeting 7.15pm Tuesday 15th December