

Cranwell, Brauncewell and Byard's Leap Parish Council

Minutes of an ordinary meeting of Cranwell, Brauncewell and Byard's Leap Parish Council held at Cranwell Village Hall, Old School Lane, Cranwell, on Monday 12 March 2018.

Present: Chairman: Mrs H J Morris

Councillors: Mr M A Cassidy, Mrs C Harper, Mrs P Jackson-Bareham, Mrs A Riley,
Mrs A B Tyler and Mr I F Walters

In attendance: Mr Eddie Findlay, Clerk to the Parish Council

Also in attendance: Cty Cllr M Storer, D/Cllr S Clegg and D/Cllr D Gray

3 members of the public were in attendance.

At 7:05 pm the Chairman welcomed everybody to the meeting.

Two of the residents wished to speak to County Councillor Storer regarding the closing of the historic footpath FP No.3. from Green Lane Bridleway No.1, behind the Bristow Estate and coming out at FP No.754. at Oxenford Farm, Willow Lane. Cty Cllr Storer assured them he was fully aware of the issue and would liaise directly with one of the residents, inviting him to attend a meeting with himself and Countryside Services to discuss the matter. The Clerk had received 15 completed Definitive Map Modification Order Public Rights of Way: User Evidence Forms, which he would digitise before submitting to LCC Countryside Services. The Clerk had also collated Parish Paths Partnership evidence, going back many years, showing LCC making a financial contribution to Cranwell, Brauncewell and Byard's Leap Parish Council to maintain Footpath No. 3. clear of overgrowing vegetation.

Cty Cllr Storer reported that an additional £1.7M had been received from Central Government which will be added to the £3.3M LCC have drawn from Reserves, which will go towards repairing the potholes blighting the County's roads. It was suggested that the current poor standard of repairs being carried out meant that LCC were having to repair potholes a number of times rather than doing a proper job on the first visit. The LCC element of Council Tax was due to increase by 2.95% for general matters, with a further 2% for Adult Social Care.

D/Cllr Clegg informed the meeting that following the period of really bad weather, NKDC household bin collections were now back on track.

D/Cllr Gray confirmed that two environmental incidents were being investigated. One in which thousands of fish died on a stretch of the River Witham and the other when 500 metric tonnes of fertilizer was spilt.

The County and District Councillors left the Village Hall at 7:28 pm.

The Chairman declared the meeting open at 7:30 pm.

- 28. To receive apologies for absence and reasons given i.a.w. Local Government Act 1972, Sch 12, para 40.**
Cllr McGill and Cllr Hutchinson were unable to attend and their reasons were made known to the Council.

Action: The Council **RESOLVED** to approve Cllr McGill and Cllr Hutchinson's reasons for absence.
Proposed by Cllr Riley, seconded by Cllr Walters and approved unanimously.

- 29. To receive declarations of interest and to consider dispensation applications in relation to Disclosable Pecuniary Interests.**

Disclosure of pecuniary and non-pecuniary interests is to be in accordance with the Localism Act 2011. The need for disclosure is to be based upon agenda items, or at any suitable time during a meeting when it becomes apparent to a Member.

Cllr Cassidy declared an interest in minute ref: 31.b. page 10-2018 as he is a payment recipient.

- 30. Notes of the ordinary meeting of the Parish Council held at Cranwell Village Hall on Monday 12 February 2018 to be approved as Minutes.**

Action: The Council **RESOLVED** to approve the notes of ordinary meeting of the Parish Council held at Cranwell Village Hall on Monday 12 February 2018 be approved as Minutes.
Proposed by Cllr Harper, seconded by Cllr Walters and approved by a vote of 4 for and 1 abstention.
The Chairman signed the Minutes.

31. Financial Matters.

- a. Receive a report on payments made between meetings.

NKDC (Garden Waste direct debit)		DD	£	30.00
Clerk salary, HMRC (PAYE/NI) and expenses	EB-0319, EB0320, EB-0321		£	661.80
The Utility Warehouse (Old School electric)	EB-0322		£	320.53
	Totals		£	1,012.33

Action: The Council **RESOLVED** to approve the payments made since the last meeting.

Proposed by Cllr Tyler, seconded by Cllr Walters and approved unanimously.

- b. Approve the payment of invoices etc. as listed on the Payments to be Authorised sheet.

Warden and Security Services (Inv - 022)	EB-0323		£	132.00
Rick Webster - Grounds Maint Ltd (Inv-749/17)	EB-0324		£	288.00
John Scotney Turf Management (Inv-3594)	EB-0325		£	119.63
LALC (Annual subscriptions)	EB-0326		£	526.57
Cllr M A Cassidy (mileage)	Chq. 1864		£	28.35
Anglian Water (Acct **7216 - Playing Field)	DD		£	13.00
Anglian Water (Acct **5216 - Old School)	DD		£	38.00
BT Business Broadband	DD		£	62.88
Eon	DD		£	39.00
	Totals		£	1,247.43

Action: The Council **RESOLVED** to approve the payments listed above.

Proposed by Cllr Riley, seconded by Cllr Jackson-Bareham and approved by a vote of 6 for and 1 abstention.

- c. Approve the bank reconciliation from the previous month.

There was one unresented payment for Microsoft Office 365 subscription which was due out of the bank account today.

Action: The Council **RESOLVED** to approve the bank reconciliation from the previous month.

Proposed by Cllr Tyler, seconded by Cllr Riley and approved unanimously.

- d. Consider the quotes to repair the three bar fence along sports field boundary.

No quotes had been sought as the extent of the work had yet to be determined.

Action: The Council **RESOLVED** to seek quotes to replace the full length (approximately 8 posts) of the 3 bar fence on the playing field. The Clerk was requested to contact the property owner to get the tree and ivy cut back.

Proposed by Cllr Riley, seconded by Cllr Walters and approved unanimously.

- e. Consider the purchase of the following;

- i. Wet & Forget - to clean the Youth Shelter

Action: The Council **RESOLVED** to approve the purchase of 1 Gallon of Wet & Forget Moss, mould and mildew stain remover, costing approximately £25.00.

Proposed by Cllr Riley, seconded by Cllr Tyler and approved unanimously.

- ii. 2.5 litres of brilliant white masonry paint to paint the bollards around the Village Hall/Social Club.

Action: The Council **RESOLVED** to purchase 2.5 litres of brilliant white masonry paint, costing approximately £20.00.

Proposed by Cllr Tyler, seconded by Cllr Riley and approved unanimously.

32. Planning Applications.

- a. 18/0041/OUT - Erection of 8no dwellings (all matters reserved) - Manor Farm College Road Cranwell Sleaford Lincolnshire. Cranwell, Brauncewell and Byard's Leap Parish Council had submitted its comments and the application was awaiting a decision by NKDC.

33. Receive reports from the Clerk in relation to Council matters.

The Clerk had received notification from the County Footpaths Officer to inform the Council that the fallen tree on Bridleway No.1 was due to be cleared that day.

Visiting Speakers having replied to the Annual Parish Meeting invite are, Marie Roffey (LIVES), Phil Orme (Warden & Security Services), RAFC Cranwell and Evergreen representatives. The Clerk was still waiting to hear back from Cranwell Primary School and the Police.

34. Receive reports from Councillor's relating to responsibilities and outstanding tasks.

No resolutions may be passed under this item but requests for matters to be placed on the next agenda can be made.

Cllr Walters that he had heard nothing from LCC in regard to the possible encroachment of highway verge.

Cllr Morris reported that at the last meeting of The Dame Margaret Thorold Apprenticing/University Charity it was agreed that due to this part of the charity being too small to be economically viable, with the running costs now unreasonably high in proportion of the charity's annual income, these funds and the charity's assets would merge with the Education Foundation. The Foundation Trustees confirmed that they would be happy for the merger to go ahead and the Tallents Solicitors Clerk was authorised to proceed with the necessary formalities and to submit a final account. With no further meetings being required the Tallents Solicitors Clerk was requested to keep the trustees informed of the progress on the merger formalities.

Cllr Morris had been informed prior to the meeting that donation from the Thrift Shop was being considered and would hopefully be presented to the Sports Pavilion Fund in the near future.

35. General Correspondence.

Cpl Laura Kennedy-Sharp, RAF Police employed at RAFC Cranwell has organised a tea and tiffin morning on 11 April 2018, 08:30am -12:00pm (noon) in the Warrant Officer's and Sergeant's Mess at RAFC Cranwell. The RAFC Cranwell Military Wives Choir will also be attending the event and she is asking to see if any of the Council would like to be involved in the event by baking some cakes? It is going to be a great morning in commemorating and celebrating 100 years of the RAF.

The current Mayor of Sleaford, Councillor Jan Mathieson, is holding some charity events during 2018 in Sleaford Town Hall (opposite the National Centre for Craft and Design). The events are Charity Coffee Mornings (23 March 2018 and 20 April 2018, between 9:30am and 11:30am) and Charity Bingo Nights (Friday 6 April 2018 and 27 April 2018 starting at 7:00pm).

36. Consider the content of the General Data Protection Regulations and the circulated Appendix 2.

As the original General Data Protection Regulations toolkit document that contained Appendix 2 was such a lengthy paper, Councillors were still unclear on what were their responsibilities and the matter was deferred to the April 2018 meeting.

37. Consider the request from St Andrew's Church as follows;

- a. Use of the Garden of Remembrance and Sports Field for Summer Fete activities on Saturday 16 June 2018.
- b. Use of the Sports Field for Children's Summer Holiday Activities 2018 on Monday 6 August 2018.

Action: The Council **RESOLVED** to approve both requests from St Andrew's Church.

Proposed by Cllr Riley, seconded by Cllr Harper and approved unanimously.

38. Consider the request from Cranwell Village Hall Management Committee to use the Garden of Remembrance for its 50th Anniversary Entertainment Extravaganza on Saturday 7 July 2018.

Action: The Council **RESOLVED** to approve the request but the Clerk was requested to remind the Village Hall Management Committee that the doors should be closed by 11:00pm, except in the event of an emergency.

Proposed by Cllr Riley, seconded by Cllr Jackson-Bareham and approved unanimously.

39. Consider whether to fund a professional website designer for a new Cranwell Sports Pavilion website.

It was discussed that rather than setting up another website, which would incur costs, use a Facebook page, which could be easily updated to include (with the appropriate permissions received);

- photographs/film footage of the footballers playing;
- photographs of the Cranwell Junior Football Club Footballers presentations and end of season fund raising at the Village Hal
- photographs/film footage of the Bowling Club in action;
- photographs/film footage of any age groups using the Tennis Courts.

- Children and parents within the play areas using all equipment.
 - Show the lack of facilities that CJFC and the Bowls Club have at their disposal
- Cllr Jackson-Bareham knew someone who had offered to assist in setting a Facebook page up, along with a Just Giving page (or similar).

Action: The Council **RESOLVED** to not fund a professional website designer for a new Cranwell Sports Pavilion at this time but would look at the Facebook route first.
Proposed by Cllr Jackson-Bareham, seconded by Cllr Riley and approved unanimously.

40. Confirm the exact location of the new play equipment.

A number of Councillors had met with Playdale and the following had been agreed with them;

- Air Rider to be sited near the Youth Shelter
- Spinner is going in the Junior Play Area, location at the near central point where there is sufficient space for safe play.

Action: The Council **RESOLVED** to accept the locations as suggested.
Proposed by Cllr Harper, seconded by Cllr Jackson-Bareham and unanimously.

41. Consider entry into Campaign to Protect Rural England Best Kept Village Competition 2018.

Action: The Council **RESOLVED** to not enter the Best Kept Village Competition 2018.
Proposed by Cllr Riley, seconded by Cllr Harper and approved unanimously.

42. Meeting dates.

- a. Confirm the date of the next ordinary meeting.

The next ordinary meeting was planned for Monday 9 April 2018, with the Annual Parish Meeting being the following Tuesday, 17 April 2018. Cllr Riley agreed to help serve refreshments at the APM.

43. To resolve to go into closed session in accordance with the Public Bodies (Admissions to Meetings) Act 1960, as amended by Section 100 of the Local Government Act 1972.

Action: The Council **RESOLVED** to go into closed session to discuss the following matters;

- a. Consider a change to the appraisal form currently used by the Parish Council.

Proposed by Cllr Harper, seconded by Cllr Walters and approved unanimously.

This part of the meeting closed 8:35 pm.

The meeting continued in the absence of press and public at 8:35 pm.

(Not for publication by virtue of section 100(a) para 4 of the Local Government Act 1972, the items being of a confidential nature.)

Confidential Minutes

- a. Consider a change to the appraisal form currently used by the Parish Council.

Action: The Council **RESOLVED** to keep the current format with Cllr Harper and Cllr McGill to complete the appraisal for 2017-2018.

Proposed by Cllr Jackson-Bareham, seconded by Cllr Harper and approved unanimously.

The Chairman closed the meeting at 8:45 pm.

Signature: Original signed
 Printed Name: Cllr H J Morris
 Date: 9 April 2018