

# Allington Parish Council

Minutes of Parish Council Meeting held in the Village Hall  
Wednesday 14 November 2018

Present: Councillor Bosworth                      Councillor Sharp  
          Councillor Ashby                        Councillor Reynolds  
          Councillor Jackson                     Sharon Milne (clerk)

Also present: 1 villager

## 1. **Opening remarks**

1.1 The chairman welcomed everyone to the meeting.

## 2. **Apologies**

2.1 There were apologies from Cllrs Plummer and Cant. Both are away.

2.2 County Councillor Whittington and District Councillor Hannah Westropp also sent their apologies.

## 3. **Declarations of Interest**

3.1 There were no declarations of interest.

## 4. **Minutes of the annual meeting held on 12 September 2018 and Extraordinary meeting on 17 October**

4.1 The minutes of both meetings were confirmed as a true record and signed by the Chairman of the meeting.

## 5. **Correspondence received since the meeting held on 12 September 2018**

5.1 The clerk reported on some of the correspondence received and sent.

- a) Correspondence re: Defib at the village hall
- b) Planning Consultation – Statement of Community Involvement
- c) Correspondence with Community Lincs re: Village Plan
- d) Notice of LALC's AGM
- e) Email: AGRA made a donation of £88.06 to the village cross fund at the shop
- f) Notified E-on of Christmas lights unmetered use planned
- g) Correspondence with insurers re: Public Liability Insurance
- h) Notification of review of Polling Stations – not affecting Allington
- i) Notification by WI that they wish to plant two oaks in the Community Wood
- j) LCC verge cutting scheme
- k) Best Kept Village results 2018
- l) Info re: precept 2019/20 base rate
- m) Sedgebrook Parish Councillor re: purchase a traffic speed gun jointly with their PC
- n) Email villager expressing an interest in the role of Parish Clerk

5.2 Regarding point (m), the Parish Council decided that it did not wish to jointly purchase a

traffic speed gun with Sedgebrook Parish Council. The clerk will inform the Sedgebrook clerk. **(Action point: clerk)**

## 6 **Representations made to the Parish Council since the agenda has been set**

6.1 There were no representations made to the Council after the agenda had been set.

## 7. **Objectives for 2018**

7.1 Councillors were reminded of the objectives set for 2018.

- To continue with the objective to repair to the footpath along from South Lodge to the church continues. The matter is ongoing. LCC are aware that the path needs attention but it is a matter of finances presently.
- The pavilion has been a high priority with the Playing Field Advisory Group throughout 2017. This continues and is progressing well.
- The village plan should be reviewed and a new survey undertaken.

## 8 **Telephone box**

8.1 The clerk reported that a short article will be published in the next edition of Allington News giving details for villagers who may wish to make a contribution, or set up a standing order for the reinstatement of a red telephone box. Although the phone box would not contain a telephone it would have an electricity supply which would be beneficial for other uses.

8.2 Cllr Cant had informed the clerk that a villager had asked whether the telephone kiosk in its current state would be taken down as it is serving no purpose. Councillors stated that there are no plans to remove the kiosk at present. The kiosk's presence retains a power supply which may be of use in the future, so it will be retained for the meantime. It will be removed if and when a suitable replacement is agreed.

## 9 **Revision of the Village Plan**

9.1 Councillor Ashby updated the Parish Council regarding Community Lincs' action to progress the revision of the Village Plan. On Saturday 29 September a Macmillan coffee morning had taken place hosted by Community Lincs to inform villagers about the Village Plan. Since then Community Lincs has drafted a questionnaire for villagers which they intend to have completed by December. They have offered to provide feedback to the Parish Council at the January meeting. Cllr Ashby will contact Community Lincs and arrange for them to attend the Parish Council meeting and report their findings. **(Action point: SA)**

## 10 **Parish Clerk succession planning**

10.1 The clerk has received an email from a villager expressing an interest in taking on the role of Parish Clerk. The clerk will contact her and discuss the role so that she can ask any questions about the job that she may have. **(Action point: clerk)**

10.2 Councillors discussed how to progress the recruitment procedure. Cllr Bosworth suggested that a couple of Councillors and the present Parish Clerk interview prospective candidates. It was agreed that Cllrs Jackson and Reynolds would be involved in the recruitment procedure. **(Action point: clerk)**

## 11 **Email addresses for Parish Councillors**

11.1 Cllr Bosworth had nothing further to report on this matter. He will progress this item and report back at the January meeting.

12. **Village Cross**

12.1 There is nothing further to report on this matter.

13 **Community Shelter refurbishment update**

13.1 Cllr Bosworth reported that information has been passed to the villager prepared to undertake the work. He would look at the shelter and report back his finding. Nothing further has been heard to date.

14 **Defibrillator at the Village Hall**

14.1 Cllr Ashby reported that she had had an enquiry from a villager who was concerned that they would not know how to use a defibrillator. There are posters available but these may be misleading. The advice is to just ring 999 and the caller will be advised how to respond further. Cllr Ashby will respond to the villager. **(Action point: SA)**

14.2 The clerk confirmed that defibrillator at the Village Hall is owned by the village, hosted by the village hall, registered with EMAS, and maintained (checked regularly) by Sharon Andrews, the former Allington LIVES Co-ordinator. There is a fund which is ringfenced within the Parish Council's accounts which pays an annual fee to the VH to fund the defib pack heater/cooler.

15 **Emergency Text Alert by the Fire Service**

15.1 Lincolnshire Fire Service are trialling a new government backed emergency text alerting system which is primary designed to alert strategic and tactical commanders that an incident has occurred and requires their attention.

15.2 The system will enable the Fire Service to notify communities when the county emergency centre is activated and again when it is stood down following an incident. Information can be sent out to all those registered with us and will give out information such as activation type, incident involving, important contact numbers for emergency planning etc

15.3 Cllrs Bosworth and Reynolds volunteered to register for this scheme when implemented.

16 **Highway matters:**

16.1 Councillors discussed the letter from LCC regarding a Grass cutting scheme. The County Council had offered to pay a sum to the Parish Council in lieu of cutting some verges twice a year. After consideration it was decided not to pursue this offer and leave the arrangement as it is.

17 **Playing field matters**

17.1 Cllr Reynolds reported on behalf of the Playing Field Advisory Group (PFAG). The group had met recently. At this meeting it was agreed that Cllr Plummer would be the group's chairman, with Cllr Reynolds the Secretary.

17.2 The PFAG agreed that in future it would meet in alternate months to the Parish Council meeting. It also agreed that the field's caretaker and Gonerby Youth FC would be invited to attend. Minutes would be circulated.

17.3 The matter of the Public Liability Insurance had been clarified following the Council's Extraordinary meeting. It was confirmed that the bonfire night event was properly insured.

- 17.4 A question had arisen as to whether the MUGA was being used for commercial purposes; some people had witnessed a fitness class being delivered in the MUGA. The clerk confirmed that no-one had approached the Parish Council to ask permission for this. The matter will be monitored to see whether this is an ongoing event, or not.
- 17.5 It was reported that bonfire night had, again, been a very successful event with a good community spirit. Profit from this was estimated to be in excess of £2000. Clearing the site will occur at the weekend. A skip has been ordered and will cost £150. There was a discussion as to how this skip should be financed. Following a vote it was decided, 4:1, that the cost will be covered by the Parish Council on this occasion.
- 17.6 The Christmas tree will be bought by the proceeds of the bonfire night evening. The installation of the tree and its lighting will occur over the first weekend in December.

## 18 Planning matters

- 18.1 Applications received and determined since the last Parish Council meeting on 12 September 2018:
- Approval – Manor House, Bottesford Road – Erection of timber garages / storerooms
  - Approval – Bridleway, Bottesford Road – Erection of Wooden Garage
  - Application and approval – Small House, Side Street – work on trees
  - Application and approval - The Oak's, Bert's Way – Crown lift beech for mowing
  - Application – Playing field, Recreational storage building
  - Application – Ashes Farm, Side Street – Fell Willow

## 19 Financial matters

- 19.1 The clerk reported on the income and outgoings since the last meeting on 12 September 2018

### Income total - £418.28

Parish Council
<ul style="list-style-type: none"> <li>• Bank interest - £11.12</li> <li>• SKDC Caretaker's grant - £407.16</li> </ul>

### Outgoings total - £1376.71

Parish Council
<ul style="list-style-type: none"> <li>• P E Hempstead – £801.00 <i>(LG(MP)A 1976 s19)</i></li> <li>• Opus Energy - £24.73 <i>(LG(MP)A 1976 s19)</i></li> <li>• WH Smith voucher for Photo competition - £20.00 <i>((LGA 1976 s137)</i></li> <li>• HMRC - £329.60 <i>(LGA1972, s112)</i></li> <li>• Defibrillator electricity - £25.00 <i>(LG(MP)A 1976 s19)</i></li> <li>• Village Hall hire for meeting - £60.00 <i>(LGA 1972, s134)</i></li> <li>• Roof repairs toilet block - £101.38</li> </ul>

(PHA1936, S87)

- Lamp post repairs - £15.00  
(PCA 1957 s3)

Plus Clerk and Caretakers' salaries.  
(LGA 1972 s 112)

- 19.2 Councillors unanimously approved the payments retrospectively.
- 19.3 The Council's Financial Regulations were reviewed. It was decided to increase some of the values noted at Regulation 4.1. The values in the regulation were set a number of years ago and Councillors considered that they need updating.
- 19.4 After discussion it was agreed that expenditure on revenue items over £5,000 should remain for approval by the Council, however authority for expenditure authorised by a duly delegated committee of the council should now be required for items **over £1,000** and accordingly the Clerk, in consultation with the Chairman of the Council or Chairman of the appropriate committee may authorised expenditure for items **below £1,000**. This was agreed unanimously. The clerk will update and circulate the revised Financial Regulations. **(Action point: clerk)**
- 20 **Any other business for future meetings**
- 20.1 The following would be on the agenda at the next Parish Council meeting:
- Village plan
  - Social media policy
- 21 **Date of next meeting**
- 21.1 The next Parish Council meeting will be on Wednesday 9 January 2019 at 7.30pm.

Signed: ----- (Chairman). Date: -----