



WEST BUTTERWICK PARISH COUNCIL

MINUTES OF WEST BUTTERWICK PARISH COUNCIL MEETING held via Skype on 19 October 2020

Present: Cllr J Shadlock Chair, Cllr A Jones, Cllr S Drakes, Cllr J Marshall, Cllr A Broome, Cllr S Baines, Cllr Harris and Ward Cllr Rose

Officer in attendance: Clare Boyall Clerk and RFO

Public: No members of the public present.

45/20 To receive apologies for absence

Cllr Fowler

46/20 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

47/20 To confirm the minutes of the Full Council meeting held on 21 September 2020 are a true and correct record of which took place.

Resolved - The minutes of the Full Council meeting on 21 September 2020 were signed as a true and correct record. Proposed Cllr Harris, seconded Cllr Broome.

Cllr Baines joined the meeting.

48/20 Clerk's Report

- a The Clerk has contacted N Lincs Council regarding the speed sign on North Street. A site visit was carried out and the Clerk has been informed that the post that the sign is attached to has been hit and therefore the sign is not registering the cars. The post has been added to the schedule of works to be replaced.
- b The Clerk contacted N Lincs Council to enquire why the bins on the recreation field have been changed to dual waste and dog bins. N Lincs Council have advised that they are replacing bins from stock and that the dual purpose bins are to increase the capacity available to the public to dispose of dog waste. The Clerk has replied to advise them of the concern that a bin next to the play area has been changed to a dual bin.
- c The Clerk has emailed the CCTV company to ask them to liaise with Cllr Jones and Shadlock with regard to the possible re-siting of a camera.
- d The bins on the recreation field that have fallen away from the posts have been reported. N Lincs Council have replied to advise that local residents had informed them that the hedge cutter had possibly damaged the bins. Photos have been sent to them showing that the fixings are rusted, and the bins are undamaged.
- e The water access cover outside 27 West Street has been reported.
- f The Clerk has reported the brambles outside 19 North Street to N Lincs Council. Cllr Harris advised that these have now been cleared by the owner of the house.

- g The pavement outside 50 West Street has been reported. N Lincs Council have advised that the pavement will be dealt with in the normal schedule of works and that the householder should fill in the gap that they have created.
- h The Clerk has re-contacted the Principle Access and Commons Officer regarding the Millennium footpath sign.
- i The Clerk has re-contacted the Principle Access and Commons Officer with regard to the surface of the Millennium Footpath. The Officer has advised that another site visit will take place.
- j The Clerk has contacted Haxey Parish Council with regard to the areas of grass that have been missed and an additional area of grass that has not been cut. Their contractor will come back onto site and cut these areas. The area will need to be looked at by N Lincs to see if it is their land in order for it to be added to the schedule for next year.

49/20 Chair's Announcements

CLr Shadlock reported that the bus shelter at the top of Parklands has been cleaned.

50/20 Finance

- a **Resolved:** The following cheques were approved for payment:
Proposed Cllr Harris, seconded Cllr Drakes.

Payee	Detail	Amount
Better Gardens	Grass cutting 10/8 and 28/8	£290.00
Symes Bains Broomer	Professional Fees	£1100.00
N Lincs Council	Emptying Rec Field Litter Bins	£436.80
C Boyall	Postage Sep	£9.13
C Boyall	Stationery	£9.85
C Boyall	Postage Oct	£12.36

- b To receive the financial report 30 September 2020.
Proposed Cllr Harris, seconded Cllr Drakes.

It was **resolved** to accept the financial report 30 September 2020.

51/20 Playground Inspection

- a Monthly Inspection Report
Weed killer is required around the edges of the MUGA. There is graffiti on the bouldering cube. The picnic bench foundations still require covering.

52/20 The Fleet

No further information received.

53/20 GDPR – CCTV DBS Checks

Cllr Baines has not yet had a chance to apply for this. As Cllr Fowler is not present at the meeting the Clerk will contact him with regard to obtaining a DBS check.

54/20 Kissing Gate Recreation Field

Cllr Marshall has arranged for a digger free of charge to excavate the ground around the Kissing Gate, but this will not be carried out until November. The only costs involved will be the purchase of limestone and concrete.

55/20 Poppy Wreath

A Remembrance Sunday commemoration can be held this year. Cllr Marshall has arranged for all the necessary precautions including a risk assessment, social distancing and recording of names to be completed.

Cllr Baines proposed to purchase a Poppy Wreath for £17, seconded by Cllr Harris.

It was **resolved** to purchase a Poppy Wreath.

56/20 Recreation Field Trees

Cllr Jones has spoken to Cllr Fowler with regard to the trees on the recreation field. The Clerk advised that N Lincs Council are offering trees under the Government Northern Forest initiative. A discussion took place with regard to the type of trees required. Clerk to email N Lincs Council to request a number of trees and for advice regarding species of tree to plant.

57/20 Surgery Roof Moss Removal

The Clerk advised that she had received a quotation that Cllr Shadlock had arranged for the sum of £1008.00 inc VAT. She also advised that this was not in the budget for this year. Cllr Jones has obtained a further quote for the sum of £300.00 inc VAT. Cllr Drakes proposed to accept the quotation for £300.00 with the proviso that the company has appropriate insurance and that a copy is provided to the Clerk, seconded by Cllr Marshall.

It was **resolved** that the quotation for £300.00 be accepted with the proviso that the Clerk is provided with proof of appropriate insurance.

58/20 Correspondence

None.

59/20 Highways, Footpaths and Street Lighting

- a Cllr Shadlock stated that an additional sign is needed for the MUGA to state that dogs are excluded as members of the public have been using the MUGA for dog training. Cllr Marshall proposed that a new sign be purchased by Cllr Baines, seconded by Cllr Jones.

It was **resolved** that an additional sign be purchased by Cllr Baines for the MUGA.

- b Cllr Jones advised that the planter will be repaired at the end of October.
- c Cllr Broome reported that the road surface is cracked on West Street just past Rush Carr Lane. Clerk to report this.

60/20 Date and Time of Next Meeting

It was noted that the next meeting of the Parish Council will be held on 16 November 2020 via Skype unless Government Guidelines change, and the Parish Council can meet in person.

Vote to exclude the press and public due to an exemption as defined in paragraph 1 of part 1 of schedule 12a of the Local Government Act 1972, also in accordance with the Public Bodies (Admission to Meetings) Act 1960 s1(2) due to the confidential nature of the items to be discussed.

61/20 To resolve the Clerk's wage and expenses for September 2020.

It was **resolved** to approve the Clerk's wage for September 2020. Proposed Cllr Broome, seconded Cllr Harris.

Meeting closed at 8.06 pm

Signature	Date
Designation	