



## WEST BUTTERWICK PARISH COUNCIL

### **MINUTES OF WEST BUTTERWICK PARISH COUNCIL MEETING held at Fred Wooffitt Memorial Hall, West Butterwick on 15 October 2018**

**Present:** Cllr J Shadlock (Chair), Cllr A Jones, Cllr F Harris, Cllr Marshall, Cllr Drakes and Cllr S Baines

**Officer in attendance:** Clare Boyall Clerk

**Public:** None

**95/18 To receive apologies for absence**

Cllr N Coggon and Ward Cllr Rose

**96/18 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

**97/18 To confirm the minutes of the Full Council meeting held on 17 September 2018 are a true and correct record of which took place.**

**Resolved** - The minutes of the Full Council meeting on 17 September 2018 were signed as a true and correct record.

**98/18 To confirm the minutes of the Finance meeting held on 10 September 2018 are a true and correct record of which took place.**

**Resolved** - The minutes of the Finance meeting on 10 September 2018 were signed as a true and correct record.

**99/18 Clerk's Report**

- a The Clerk has sent an email to Cllr Rose detailing the outstanding issues with LUDUS and the information that had been requested from them. Both Cllr Rose and Cllr Reed have attempted to contact LUDUS but have not received a reply as yet. Cllr Reed has contacted Cllr Shadlock to state that Andy from LUDUS is on annual leave at the moment. Cllr Shadlock will contact Cllr Reed again to chase this up.
- b The Clerk has sent a letter to Mr Colebrooke asking if his company would be willing to help with the surfacing of the footpath adjoining the Millennium Footpath. Cllr Jones has spoken to Mr Colebrooke who is willing to help. However, the footpath will need to be closed whilst this work is carried out.
- c The Clerk has sent an email to LUDUS regarding the missing eye on the Oink Bouncer in the playground. No reply as yet. Cllr Jones informed the meeting that this has been repaired.
- d The Clerk has applied for and received permission for the temporary road closure on North Street during the Remembrance Sunday service. Cllrs requested that the names of the wreath layer and name reader be recorded in the minutes. These are Mrs Susan Holt laying the wreath and Captain James reading the names.

- e The old road markings and signs are still present at the site of the new double yellow lines. The Clerk will contact Cllr Rose regarding this.

### **100/18 Chair's announcements**

Cllr Shadlock informed the meeting that she had received a letter from the Wardens of St Mary's Church thanking the Parish Council for the £1000 grant cheque. They also stated that a cold water tap had been installed in the graveyard for visitors to use when tending graves. The rubble and excess soil have not been removed from the churchyard as yet which is hampering the grass cutting in the churchyard.

### **101/18 Finance**

- a. **Resolved:** Following cheques were approved for payment:

Payee	Detail	Amount
Staff	Wages and Exp and Home Office	£416.52
Better Gardens	Churchyard Grass	£116.00

- b. To receive the financial report 30 September 2018. **Resolved**

Cllr Harris queried why the churchyard grass cutting expenditure now appeared in the Section 137 on the spreadsheet. The Clerk explained that this expenditure came under the rules of Section 137 and this had been confirmed with the auditor and ERNLLCA.

### **102/18 Emergency Plan**

The Clerk has forwarded the plan to Cllrs and all information received has been added to this. The Clerk stated that the telephone cascade tree is incomplete and does not contain as many names as in the previous version. It was resolved to accept the number of names on the tree as is. Cllr Harris stated that the capacity for the Village Hall and School Hall were incorrect, The Village Hall has a capacity of 150 people and the School Hall has a capacity of 100. Cllr Harris also stated that there is no storage at the Village Hal for the equipment mentioned in the original plan. It was resolved to remove this from the plan.

### **103/18 Playground Inspection**

An inspection has taken place. The Oink Bouncer has been repaired. Cllr Baines has contacted a local firm regarding the signs for the playground. The cost of metal signs would be £25 plus VAT each. It was resolved that Cllr Baines would order the signs. The weeds on the MUGA have diminished but this was thought to be because of the weather.

### **104/18 GDPR Information**

- a Letter from Surveillance Camera Commissioner England and Wales.

The Clerk apologised for omitting to include this letter in Cllr's packs this month. This item will be included on next month's agenda.

### **105/18 Planning Permission**

None.

### **106/18 Planning Permission Granted**

Noted.

### **107/18 Correspondence**

- a Clerk and Cllr standards training 27 November and 4 December 2018 Civic Centre.

The Cllrs do not wish to attend this training at the moment but will look at training after the elections next year.

**108/18 Highways, Footpaths and Street Lighting**

- a Cllr Harris stated that the Village Hall Committee has received their grant for the extra building.
- b Cllr Jones informed the meeting that repairs to the road between 4 and 10 Paddock Lane had not been completed. The Clerk will query this via the N Lincs Portal.
- c Cllr Drakes stated that the church clock is running 5 minutes fast and she had contacted the church as a parishioner to inform them of this. She has been told that this is the responsibility of the Parish Council to change the clock. The Clerk will contact Smith’s of Derby for instructions on how to change the clock and inform Cllr Fowler of these.

**Meeting closed at 20.10**

Signature	Date
Designation	