



WEST BUTTERWICK PARISH COUNCIL

MINUTES OF WEST BUTTERWICK PARISH COUNCIL MEETING held at Fred Wooffitt Memorial Hall, West Butterwick on 19 November 2018

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

Officer in attendance: Clare Boyall Clerk

Public: Ward Cllr D Rose

114/18 To receive apologies for absence

None

115/18 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

116/18 To confirm the minutes of the Full Council meeting held on 15 October are a true and correct record of which took place.

Resolved - The minutes of the Full Council meeting on 15 October 2018 were signed as a true and correct record.

117/18 To confirm the minutes of the Finance meeting held on 29 October 2018 are a true and correct record of which took place.

Resolved - The minutes of the Finance meeting on 29 October 2018 were signed as a true and correct record.

118/18 Clerk's Report

- a Asset Register is now complete.
- b The signs at the site of the new yellow lines outside of the school have now been removed but the road markings are still present.
- c The Clerk has spoken to LUDUS today. The Clerk has been informed that LUDUS has been negotiating with the contractor who laid the play surface and this has caused a delay in resolution to the issues raised. Their finance department will contact us directly to advise of the outcome. The Clerk has obtained the measurement for tightening the zipwire which LUDUS recommend as 550 mm minimum height. The picnic table will be painted and the matting around the base of the zipwire platform will be looked at.
- d Cllr Jones stated that the road on Paddock Lane has not been rectified yet. The Clerk has reported this twice to N Linc Council via the portal. The last communication received stated that an inspection would take place.

- e The Clerk has reported that the dog bins were not being emptied. Cllr Jones stated that all bar one had been emptied and that due to the overflow he has emptied that one. The Clerk has also asked N Lincs Council to contact her regarding the service contract but has not received any communication as yet. Ward Cllr Rose reported that there had been an issue across the area with emptying these bins.
- f The Clerk reported that the grant for the flower beds and plants has not been received yet but had been in contact with that department and they re-sent the forms. An email had been received stating that the grant money will be released as soon as possible. The Clerk had also been advised that no decision had been made regarding winter planting grants at the moment.

119/18 Chair's announcements

None

120/18 Finance

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

Payee	Detail	Amount
Staff	Wages and Exp	£294.67
Better Gardens	Churchyard Grass	£116.00
C J Enterprises	Playground Repair	£10.00
J W Bichen	Hedge Cutting	£192.00
Cllr A Jones	Poppy Cascade	117.35

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

121/18 Annual Budget

The Clerk has had communication from N Lincs council stating that if the local elections are contested next year the cost to the council will be up to £1500. It was resolved to accept the annual budget.

122/18 Precept 2019/2020

Cllr Harris felt that the precept figure reached at the Finance Meeting should not be increased to cover the cost of the elections taking place next year. It was resolved to set the precept at £2000 for 2019/2020.

123/18 Emergency Plan

It was resolved to accept the Emergency Plan.

124/18 Playground Inspection

An inspection was completed today. There are weeds on the MUGA boundary. Cllr Fowler will tighten the zipwire to the required height. There are small cracks on the baby swing, but these are not serious and are not a safety hazard. This will be monitored. There is water sitting on the surface of the zipwire platform. Cllr Fowler will drill a small hole to allow water to drain away. The wording for the Health and Safety signs for the playground was discussed and resolved. Cllr Baines will arrange for the signs to be produced and fitted.

125/18 GDPR Information

- a Letter from Surveillance Camera Commissioner England and Wales.
The Clerk advised that the letter was for information and that the Council's CCTV Policy was compliant, and all documentation needed was in place.

126/18 Planning Permission

None.

127/18 Planning Permission Granted

Noted.

128/18 Correspondence

a Roadworks Notification

The Clerk has received notification that North Street will be closed at a point between R C Fowler and Coggon Bros on 16 December between 8 am and 6 pm by Cadent Gas. Noted.

129/18 Highways, Footpaths and Street Lighting

- a Cllr Shadlock has spoken to N Lincs Council regarding the new bus timetables. She was told that the new timetables were advertised at all bus stops. But this was not the case. N Lincs Council were advised of this and have sent out a timetable to Cllr Shadlock. However, this is in a different format to the Isle Coach timetable.
- b The paving slabs outside 42 Parklands are significantly raised. Ward Cllr Rose stated that the paving slabs are scheduled for work. Clerk will report the issue and email N Lincs Council regarding the planned work.
- c A poplar tree in the NE corner of the recreation ground has been damaged. The tree is alive and is not dangerous at the moment. This will be monitored.
- d Cllr Coggon reported that the church clock is still gaining time. He has spoken to Smith's of Derby and they can service the clock early. The annual service is not due until March 2019. It was resolved that the clock be serviced early. The cost of the service is in next year's budget. Cllr Coggon will be present when they service the clock.

Meeting closed at 19.58

Signature	Date
Designation	