

# DRINKSTONE PARISH COUNCIL

## Minutes of the Parish Council Meeting held on 2<sup>nd</sup> November 2015 in the Village Hall

Present: Cllr Daphne Youngs (Chairman) Cllr Sue Cousins  
Cllr Christine Lambert Cllr Gary Hembra  
Cllr Cora Munford Cllr Haslett Schofield  
Cllr Lorna Thurlow

County and District Cllr Penny Otton (part)  
4 members of the public  
Parish Clerk - Paula Gladwell

2015/097 **Apologies for Absence** — None

2015/098 **Declarations of Interest** – None

2015/099 **Adjournment for:**

**County and District Cllr Otton's Report** – Cllr Otton gave her report which has been circulated.

**Open Forum** – Concerns were again expressed regarding the ownership and responsibility of the tree line adjacent to Chapel Lane which is overhanging the road and growing into the power lines. The clerk confirmed that enquiries had been made with SCC Highways and Land Registry but as yet no information was conclusive. It is suggested that properties alongside an unadopted road, such as Chapel Lane, take ownership and responsibility of the road adjacent to their properties. Council agreed to ask nearby residents if the overgrown tree line was on their title deeds.

**Meeting resumed:**

2015/100 **Minutes of Parish Council Meeting** – It was proposed by Cllr Youngs that the minutes of the previous Parish Council Meeting were approved with an amendment to 2015/094 correcting the spelling of a name. The Parish Council Meeting minutes of 5<sup>th</sup> October 2015 were signed as a true record.

2015/101 **Clerks report** – The overgrown hedge on Woolpit Road, highlighted at the previous meeting, has been reported to SCC Highways by the Woolpit clerk. It was noted that some trimming of the lower part of the overhanging vegetation had taken place.

2015/102 It was confirmed that salt grit piles had been replenished and suggested that a register of volunteers to spread the grit when necessary should be compiled to ensure that they could be confident that they were adequately covered by council insurance.

2015/103 Apologies are given for the confusion over available dates for the May Annual meetings. The date free is in fact the 12<sup>th</sup> May and it was confirmed that the village hall be booked for this date for both Annual meetings.

2015/104 Following concerns expressed at the previous meeting regarding dog fouling an article highlighting the risks and anti social behaviour of some dog owners has been submitted to the newsletter.

2015/105 Santander have confirmed the change of business address, however no response has been received from Lloyds as yet.

2015/106 All attempts to date to contact the grass cutting contractor have been unsuccessful, it was confirmed that further effort would need to be made to find out how much was still owed for this season and also to obtain a quote for next year and to obtain a copy of their liability insurance.

2015/107 **Planning** – It was agreed that an extension for comment be sought until the next meeting for application 3851/15 Erection of two bay cartlodge with attached

annexe, High Barn, Chapel Lane in order to give residents time to make representation if wished.

2015/108 There were no MSDC decisions to note.

2015/109 **Finance** – The clerks Financial Report for November 2015 was noted.

2015/110 The following payments were approved. Prop by Cllr Youngs with all in favour.  
SALC Payroll 316.80

It was noted that the clerks salary would be paid in arrears once the PAYE administration had been transferred.

2015/111 The Finance Working Group reported on their considerations and recommended that various virements were made to the 2015/16 budget to cover the increase needed for the staffing budget. It was resolved to increase the Clerk salary budget heading by £720 whilst reducing the Training budget by £186 and removing the Payroll admin of £30, Representative Expenses of £50, Play Maintenance of £254 and Village Maintenance of £200. Proposed by Cllr Thurlow, sec Cllr Schofield with a majority in favour.

2015/112 The FWG recommended that council consider and approve the draft budget for 2016/17 which at this point in time would result in a need for a precept of £4349. The actual tax base for 2016/17 and various other quotes were yet to be received and it was noted that review of the budget was possible up until the precept request deadline in January 2016. It was resolved to approve the 2016/17 budget, proposed by Cllr Thurlow sec Cllr Munford with a majority in favour.  
The members of the Finance Working Group, Cllrs Lambert, Youngs and Schofield were thanked for their work on the budget and commended for the comprehensive details provided.

2015/113 The Asset register was reviewed and it was agreed that any land, owned or responsibility taken for, should be included at a nominal value once further investigation into any parish and charity land was concluded.

2015/114 It was noted that charity requests for donations had been received from SARS and Headway. It was noted that charity grants were historically made in March en bloc and it was agreed to revisit these requests next year.

2015/115 **Councillor Portfolios –**

**Parochial Church Council** – Cllr Cousins gave an information report from the PCC with no recommendations to consider.

2015/116 **Allotments** – Cllr Lambert gave a report for the Allotments with a recommendation that quotes were considered for the tree work. It was agreed that the quote for £440 for work to reduce the Horse Chestnut was unviable at this time as there were insufficient funds available and the tree was not blocking light to the affected allotment plot. It was agreed that the tenant affected would be offered the first available vacant plot should they wish to move in future. Various quotes for work to the overgrown tree belt were considered and it was resolved to accept the £220 from Tall Trees. Proposed by Cllr Lambert with all in favour. It was noted that a work party would be arranged to carry out the other more manageable maintenance.

2015/117 **Playing Field** – Cllr Hembra reported that the Annual Inspection Report for the play equipment had been received with recommendations for some minor maintenance suggested and quotes will be sought for this work. Regular inspections of the play equipment will continue and work parties will be arranged to tidy up the bottom area of the playingfield, thanks were extended to all the volunteers for their valued contributions with this. Consideration of a forward plan for the playingfield would be added to the next agenda.

2015/118 **Village Hall Management Committee** – Cllr Thurlow gave an information report from the Village Hall with no recommendations to consider.

2015/119 **Footpaths** – Cllr Munford reported that all paths had been cut back and are now easily traversed. Concerns were expressed regarding the riding of horses on some footpaths which is causing cutting up of the surface, horse riding is not permitted

on public footpaths and riders are requested to keep to the Bridleways, any riders seen on the footpaths will be reported.

2015/120

**Correspondence** –There were no comments to tabled correspondence.

2015/121

**Woolpit Twinning Association** – It was agreed that the request to rename the association to the Woolpit and Drinkstone Twinning Association be supported wholeheartedly.

2015/122

**Motion to exclude temporarily the Public and Press** - It was resolved to exclude the Public and Press pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed concerning staff contracts and personal information.

2015/123

**Clerks Contract of Employment** – It was resolved to approve the Clerk/RFO contract of employment which was duly signed and issued. Proposed by Cllr Youngs with all in favour.

2015/124

**Matters to be brought to the attention of council** – None

**The next meeting of the Parish Council will be held on Monday 7<sup>th</sup> December 2015 at 8.00pm in the Village Hall**