

**MINUTES OF TIMBERLAND PARISH COUNCIL MEETING HELD ON 01 DECEMBER 2008 AT 7.30PM IN THE VILLAGE HALL, TIMBERLAND**

Present:

Cllr	J Speirs	Chairman
Cllr	H Clarke	
Cllr	D Holmes	
Cllr	L Lerpiniere	
Cllr	J Spiers	
Mrs	S Bedford	Clerk

In attendance:

Cllr	F Ambridge	District Councillor
PC	Daniels	

**PUBLIC QUESTION TIME**

1. Mr I Wilson asked about repairs to footpaths. The Chairman informed the Meeting that Rowan Smith from the County Highways Department had been in the village inspecting the Village footpaths and roads and that this issue was already an item on the agenda and would be discussed fully and he was welcome to stay for the rest of the meeting. Mr Wilson was happy that action was already taking place and thanks the Parish Council.

**1. REMARKS BY CHAIRMAN**

1. The Chairman welcomed all Parish Councillors.

**2. APOLOGIES**

2. Apologies – Received from Cllr A Tolley

**3. DECLARATIONS**

3. No declarations were received.

**4. MINUTES OF THE PREVIOUS MEETING**

4. The Minutes of the previous meeting held on Monday 29 September 2008, were then taken as read, approved and signed.

Proposed: Cllr D Holmes

Seconded: Cllr H Clarke

**5. MATTERS ARISING**

5. Cluster Meeting. Minutes from Oct Mtg circulated to all Cllrs and nothing further to report. **Item Ongoing**

6. Road Surfaces and New Street Light. The Chairman and Rowan Smith (LCC Highways Department) with Cllr Clarke in attendance made an inspection of village roads and footpaths on 18 Nov 08. The Parish Council were informed that some ramps and paths would be upgraded as soon as manpower and funding was available. Safeguarding of some ditches and the running water in Hallams Lane were also highlighted as an issue that should be dealt with including further repairs along the length of Fen Road. **Item Ongoing.**

7. Insurance Scheme Quote. Again the Clerk informed the Meeting that she was unable to obtain a complete and full quote until all Parish Assets to be covered under the scheme were accounted for and she expected to complete this once she had purchased all office equipment.

**Item Ongoing**

8. Energy Conservation Meeting. The Clerk informed the Meeting that she had again hastened the NKDC Team dealing with Fuel Poverty Presentations for a likely visit to the village.

a. Decision: The Clerk to hastened NKDC again for update **Item Ongoing**

9. Children's' Ark. The Chairman informed the Meeting that the Arts Ark was coming to the village on a regular timetable until the conclusion of the project which will be a Concert by the children of the Village on 19 Dec in the Village Hall. He recommended the concluding event to all present at the Meeting and also informed them that the Dress Rehearsal would be filmed by the children and this would take place on 13 Dec from 2pm in the Village Hall. **Item Closed**

10. Christmas 'Fir' Tree. The Chairman informed the Meeting that the tree had been ordered from NKDC at no cost and would be delivered shortly. **Item Closed**

11. Martin Playing Field The invite to Lincolnshire Playing Fields Assoc AGM on 23 Oct Cranwell Village Hall was not taken up by either the Chairman or the Chairman of Martin PC as it was directed at those Parish Councils who already had playing field equipment. Cllr Ambridge informed the meeting that there was no further news to report on the Martin Playing Field. This item is closed until NKDC can confirm funding for the playing field. **Item Closed**

12. Parish Plan. The questionnaires were returned and discussion took place and it was agreed that the Clerk would correlated all questions into one page for presentation at the next Meeting for adoption by the PC to send out to residents.

a. The Clerk to collate all relevant questions and present draft questionnaire at next Meeting. **Item Ongoing**

13. Parking on Station Road The Chairman thanked PC Daniels for finding time to attend the Meeting. PC Daniels informed those present that patrols had indeed taken place along Station Road on occasion and car owners had been reminded of their responsibilities as road users to not causing obstructions to the flow of traffic when parking in the village. There was also discussion of the recent Post Office raids and that no information had been received through the Neighbourhood Watch Scheme or any other Police channels. PC Daniels also informed the Meeting that he had already highlighted this issue with his superiors. **Item Closed**

14. Office Equipment. The Clerk informed the meeting that she had purchased a Dictaphone at a cost of £39.99 but had yet to purchase the laptop, printer and filing cabinet. She recommended that these items should be purchased during the forthcoming sales. The Dictaphone would not be used until the final Model Publication Scheme policy was in place by year end. **Item ongoing.**

## **6. FINANCIAL MATTERS**

15. The Clerk informed the Meeting that the Notice of Conclusion of Audit had been displayed since beg of Nov and she had received confirmation of funding for litter picker - £216.98. The Clerk provided a year to date of expenditure incurred and expected expenditure to Mar 09 for all councillors to consider as part of the planning process. There followed lengthy discussion for the setting of the precept for 2009/2010. It was agreed to again set the amount at £2000.00 and that the Clerk would confirm the insurance liability for the litter picker for the next Mtg when the wage would be confirmed in line with funding received and NALC pay awards. (See Item 9)

16. Further discussion took place regarding donations that would be made in the next financial year. The Clerk informed the meeting that a request had been received from one voluntary organisation – first Responders and it was further agreed that on the receipt of relevant requests

donations would be paid on a case by case basis and in line with S137 guidelines with priority given to the churchyard maintenance donation.

a.	Churchyard Maintenance	£300.00
b.	First responders	£300.00
c.	Village Hall	£400.00 (See Item 8)

17. Cheques to be signed:

a.	Clerk's wages 06 Oct – 28 Nov 08	£251.20
b.	Auditor's Fee	£88.13
c.	Chairmanship Training Crse Fee	£5.00
d.	Poppy Wreath payment to Mrs Byard	£18.50
e.	Dictaphone payment to Mrs Bedford	£39.99

## **7. PLANNING**

18. Various pieces of correspondence have been received as follows:

- a. Planning Application Validation Checklist Consultation – remarks are required by 12 Dec if we have any. No comments were offered. **Item Closed**
- b. Lincolnshire County Council E-Planning Review with regard to consultation on planning applications in your parish – remarks are required by 18 Dec if we have any comments. No comments were offered. **Item Closed**
- c. Planning Services Briefing Notes have been circulated to all Cllrs and retained by Clerk. **Item Closed**

Applications received:

19. Following applications received since last Meeting:

- a. Amended Application - Erection of Single Storey Side and Rear Extension – Owl's Hoot, 3 Main Street, Timberland. Permission granted as at 2 Oct with specific conditions applied.
- b. Demolition of existing conservatory and erection of single storey extension – Appletree Cottage. Permission granted 08 Oct 08.
- c. 2 Storey Extension 2 Foster Close. Received 11 Oct and No objection letter sent back 20 Oct – outcome awaited. Cllr Holmes was not involved in decision process as he had already declared an interest.

**Sec Note:** Planning Application permission granted dated 02 Dec 08.

- d. Erection of Grain Drying/storage Building Manor farm Thorpe Tilney. Received 17 Oct and no objection emailed 24 Oct and letter sent back dated 27 Oct stating that prior approval had not been required.
- e. Erection of first floor extension over garage to front – 12 Foster Close. Application received 01 Nov 08 and no objection letter returned 14 Nov – outcome awaited as minor amendments received.
- f. Erection of dwelling on land adjacent to 37 Church Lane. Application received 11 Nov and circulated to Cllrs. Letter of concerns emailed to Planning 26 Nov 08. Outcome awaited

## Applications Rejected.

20. Nil

## **8. VILLAGE HALL**

21. The Chairman informed the meeting that copies of the Deeds to the Village Hall had been received. He confirmed that the Village Hall Committee (VHC) was an autonomous committee and that the Parish Council should only be concerned that the VHC are complying with the deeds in that the Village Hall is for the benefit of the village inhabitants. The Parish Council as Trustees have no responsibility for the finances of the Village Hall as it is a registered charity. The Chairman did confirm that the VHC has an obligation to provide an annual account to the Parish Council. This had been duly received and thus had aided the Parish Council in financial planning for the next financial year. The Chairman in his final remarks stated that after the recent investigations the situation was fully clear in that the Parish Council had a responsibility as Trustees for the local residents in confirming that the VHC was indeed carrying out its responsibilities for the running and maintenance of the village hall.

22. To continue to support the valuable work that the VHC do, the Chairman proposed that the Parish Council, through an annual donation, contribute to the cost of the village hall insurance. This was seconded by Cllr Elvidge.

- a. Decision: The Parish Council would provide an annual donation towards the cost of the village hall insurance. **Item Closed**

## **9. LITTER PICKER**

23. The Clerk informed the Meeting that funding of £216.98 had been received. The Clerk expressed concern about the correct procedures currently in place for the payment to Mr Milne for acting as litter picker in the parish. She informed the Meeting that she had sought advice from the LALC as follows:

- a. Revenue and Customs are to be provided with details – usually, providing the money is being declared somewhere along the line they are quite happy if the PC make a yearly declaration of what has been paid and then they will contact the person direct for anything that is owed.

**Sec Note:** The Litter Picker is covered under Part B Employer Liability of the current Insurance Policy.

## **10. AOB (including correspondence received)**

24. East Midlands Regional Plan: Partial Review was received and circulated to all – no comment received. **Item Closed**

25. Mineral and Waste Core Strategy – Issues and Options was received and circulated – no comments received. **Item Closed**

26. Freedom of Information Model Publication Scheme. The Clerk informed the Meeting that the LALC had reminded PC Clerks of the need to have in place the model scheme by 01 Jan 09. This will be completed in time for the deadline and available through the Parish Clerk and placed on the Noticeboard and web site (in due course). **Item Closed**

27. The meeting was informed by Cllr Lerpiniere that Mrs Cree of Auchen House had raised concerns about the renovation work that was being carried out on a neighbouring property. Cllr Ambridge suggested that she should contact the Building Regulations Inspectors through the NKDC Planning Department in the first instance, for clarification of the work being carried out. Cllr Lerpiniere would inform Mrs Cree. **Item Closed.**

28. Cllr Elvidge raised concerns over the control of a local resident's dog whilst it was being walked in the village. Geese had been worried by the animals. It was proposed that PC Daniel would be contacted by the Clerk to assist in resolving the situation.

- a. Decision. The Clerk would email PC Daniels requesting assistance with the dogs at 46 Church Lane.

29. The Clerk informed the Meeting that a local resident had sent a letter of complaint against a parish councillor. The Chairman then provided some detail of the content of the letter and informed the meeting that a letter had been sent to the resident stating that the PC were unable to act as it was a matter for the NKDC Standards Committee. Cllr Lerpiniere was able to provide some background to the situation and the Clerk had since received correspondence that the Standards Committee would have the complaint investigated and would inform the resident and the PC of the outcome of the investigation. **Item Ongoing**

DATE OF NEXT MEETING

34. **Sec Note:** Proposed dates of next year's Meetings are circulated for all Councillors to agree before publication in line with FOI.

- a. 05 January 2009
- b. 16 February 2009
- c. 30 March 2009
- d. 11 May 2009 including AGM
- e. 27 July 2009
- f. 14 September 2009
- g. 26 October 2009
- h. 07 December 2009

There being no further business the meeting closed at 9.50pm

Signed .....

Position .....

Date .....