

**Minutes of Annual Meeting of Gosberton Parish Council held
at the Public Hall on Monday 16th May at 7.30pm**

There was one member of the public present for the Open Forum leaving at 8.30pm

Present: Councillors: John Clark (Chair at the start of the meeting) (JC), Mrs L Allen (LA), M Pell (MP), R Perry (RP), Tim Smith (TS), M Taylor (MT), Mrs S Thorley (ST), Mrs L Tweddell (Clerk)

Also present: Councillor Sue Wray, Councillor Robert Clark and P.C.S.O. Abbots

Report from P.C.S.O. Abbots

The following incidents have been attended since the last meeting:

- RTC Bowgate - non injury; vehicle window broken Siltside; vehicle seized no insurance Gosberton Bank
- The committee were advised the last speed check was carried out on 21st March 2016 for ¾ hour – there was 169 cars with 3 going faster than the 30mph which equates to 1.78% of the traffic passing through. The recommendation was to speak to Community Speed Watch for advice regarding traffic calming– **action Clerk**
- The committee was advised the mobile speed camera has to be sited off road and nowhere meets the criteria for this near the school. MP asked whether the Princebuild site was suitable but the van is too big and does not allow for safe access past by pedestrians
- The committee were shown the passive speed signs that can be purchased for around £40 each
- A request was to be made to the Community Beat Manager to request the speed gun be put in place by the Instant Response Officers
- Chair asked if it was possible to use a speed gun independently – PCSO Abbots said the gun needs to be callibrated to provide accurate information
- A speed check has been carried out near the school in response to request by GPC
- MP asked about antisocial behaviour issues at Whitehall – letters had gone to the parents of youths and problems have eased. Not such big groups of youths assembling now

Open Forum

Mr Burt stated that following the Public Meeting held by GPC he had written to Cllr Sue Wray and MP John Hayes to which he had received positive responses. The reply however from Cllr Davies to John Hayes had been very negative. Mr Burt was particularly concerned about the junction at Salem Street as visibility is very poor coming out of the road and extra yellow lines would ease the problem but Cllr Davies had indicated they were very costly and budget would not allow for those. JC agreed yellow lines are very difficult to get due to lack of funding. MT raised parking was an issue at the Risegate Scool and yellow lines/zig zags were needed but LCC have

refused and a letter had been sent out to pupils by the school stating this. LCC will not act until there is an accident unfortunately. MT suggested a letter is sent to the school stating GPC still support their plight – **action clerk**.

RP advised that the posts had identified for speed signs and clerk advised application for speed signs survey was ready to be sent. Mr Burt agreed signs make a difference in his opinion, for example in Surfleet where they have some in place. Mr Burt left copies of his correspondence he had received from John Hayes. Chair advised that Mr Hayes's secretary had been in touch with him with a view to arranging a visit to the village in July and he will advise Mr Burt when this is arranged. Cllr Sue Wray said it had helped that time had been taken to gather evidence regarding traffic issues to support the claims.

Mr Burt advised he has recently reported potholes in the village with good results. A pothole is still in Salem Street – **action clerk**

Mr Burt left the meeting.

1. Election of Chairman

Mark Taylor proposed Tim Smith and this was seconded by Sue Thorley. The position was accepted.

2. Apologies

None received.

3. Election of Vice-chairman

Mark Taylor proposed John Clark. John Clark proposed Sue Thorley which was seconded by Mick Pell. The position was accepted by Sue Thorley

4. Declarations of interest and any requests for dispensations

RP had completed a new form to register his disclosable interests with SHDC.

5. Minutes from meeting held 18th April 2016

It was felt any details on personnel matters should be held in confidential minutes. The minutes were then signed as correct

6. Matters arising from minutes

- I. Clerk advises it needs to be minuted that she took over the position of clerk from Sue Roe with effect from 15 February 2016
- II. All other matters covered in agenda items

7. Any other appointments

- I. Relief in Need – JC, ST and Alec Charlton
- II. Public Hall – TS and MP
- III. Robert Marjorum Charity – ST, JC and MT
- IV. G.C.A.T. – TS and MP

8. Councillor Resignation

- I. Barry Waterland resigned from Gosberton Parish Council with effect from Tuesday 19th April 2016.

- II. ST advised she has been approached by Mike Newton who is interested in becoming a councillor for Gosberton Risegate/Clough and she will advise him to write to the clerk. Chair said he would contact him also – **action Chair**
- III. MT advised he is shortly moving house to Surfleet so, on advice of Cllr Clark, will contact Electoral Services at SHDC to discuss implications – **action MT**

9. Allotments

Clerk informed:

- i. Reminder letters to return new agreements have been sent to Mr Kerfoot x 2, Mr Bates and Mr Smith – agreements not returned to date
- ii. All six monthly allotment rents have been paid
- iii. Annual rent for Mr Coxen for Sandiacre is outstanding – JC said he would speak to Mr Coxen – **action JC**

10. Report on playing fields in Gosberton and Gosberton Risegate

- i. Risk assessment carried out on Gosberton playing field on 25th April 2016 by Chair, MT, RP, Simon Kitchen and clerk. The following possible hazards were picked up: missing slats on bench, goal posts (grass beginning to wear), mole hills, rocking horse seat missing, worn flooring near play equipment, moss on slide flooring

11. Traffic issues update

- ii. Clerk advises she spoke to Andrew Trevithick at LRSP regarding advice on positioning signs and he says they do not offer advice as the people who live in the village are in the best position to know where the issues are. They only look from a safety angle for placing the signs
- iii. Survey to be submitted to LRSP following cheque signed at meeting this evening
- iv. Clerk to check size of signs applied for on survey against signs shown by PCSO Abbots this evening – **action clerk**
- v. Chair advised he will chase LCC for results of a traffic survey carried out in Donington a few weeks ago
- vi. Cllr Wray advised she would do all she could to help if required

12. Update from any meeting held since the last Parish Council meeting where there is Council representation

- i. Chair did not attend last G.C.A.T. meeting but MP advised Emma Walters had reported they were to be going through tendering process for play equipment for playing field but another tender is required
- ii. Public Hall – rates and rents discussed
- iii. Robert Marjorum Charity – no meeting until 29 June 2016

13. Update of cemetery rules

- i. ST and clerk had met and updated rules for consideration by the council. Further amendments were made and ST to update – **action ST**
- ii. ST said she had visited the cemetery today and it was looking tidy
- iii. JC advised he had spoken to a local contractor regarding cutting the cemetery and it would be around £16-£20 per hour per man

14. Update risk register

- i. Risk register was given out and updated
- ii. Simon is required to attend another ROSPA inspection course as they are outdated within 3 years and the last one he attended was in 2008 – **action clerk**
- iii. Clerk also needs to attend a ROSPA inspection course – **action clerk**

15. Annual Audit Form

- i. Income/expenditure list distributed to committee for consideration – to also be emailed out – **action clerk**
- ii. Annual return for the year ended 31 March 2016 considered and approved by the council
- iii. Audit has been completed and books to be available for viewing between Friday 3rd June – Friday 14th June 2016. Chair signed forms to be sent to Grant Thornton, External Auditor
- iv. Copy of Fixed Asset Register updated – hedge cutter was new last year so does not need to be listed separately now
- v. Effectiveness of the Parish Council system of Internal Control is an annual requirement and is now ready to be completed as the internal audit has been finalised – **action Chair/clerk**

16. Gosberton Boot Sale

- i. RP distributed leaflets regarding Code of Practice for markets and car boot fairs from L.C.C.
- ii. There are to be no traders
- iii. RP trying to getting a porta-loo but cost is an issue – JC to enquire about one and will advise RP – **action JC**
- iv. There is a possibility of a bouncy castle
- v. Set up is 8.30am and sale will run from 10am-2pm on Sunday 29th May 2016
- vi. RP trying to get a tea and coffee stand but no interest yet – ST and MP said they would make enquiries of possibilities – **action ST/MP**

17. Gosberton Parish Website

- i. No progress made due to being unable to pay by debit card/paypal – clerk trying to deal with this and forms are to be signed at this meeting by signatories which should resolve issues

18. Planning applications

- ii. No new applications to discuss
- iii. Approval granted to: H08-0367016 - Mr Hardingham, 23 Lowgate, Gosberton for car port

19. Correspondence

- i. Email from Debbie Reynolds requested lime trees in churchyard be pollarded – contact Diane Fairchild at SHDC for assessment – **action clerk**

- ii. Email from Cllr Jane King – letter received from Mr Casswell, Monks Hall 29 Quadring Road regarding traffic issues and she is to reply stating she fully supports GPC in their efforts with the traffic situation
- iii. Cllr Jane King has passed information regarding Mayo situation to Emily Holmes at SHDC – she will chase for update

20. Payment of accounts

Site Supply – hi-vis vests	-	£ 38.95
Gosberton Public Hall	-	£ 70.00
LCC Speed Survey	-	£ 40.00
S Kitchen	-	£810.00
L Tweddell	-	£624.00
L Tweddell	-	£ 15.00
HMRC (NI)	-	£348.14
Marjorum Beehive Assoc	-	£ 60.00
L Tweddell extra hours	-	£516.00

(extra hours worked from 14 March- 15 May 43hrs @ £12.00. Hours not recorded from 15 Feb – 13 March).

Clerk queried why she was only paid £15 per month for telephone and ink yet previous clerk received £15 just for telephone allowance and bought ink cartridges separately. RP discussed an 'ink for life' scheme and to forward details to clerk – **action RP**. MP/ST suggested a dedicated mobile phone for council business only and to look into different allowances and prices. MT thought this would be helpful for when clerk on annual leave – **action clerk**

21. Parish Matters

- i. MP has reported 3 street lamps and 2 received very quick response in being mended
- ii. MT reports 2 storm drains broken on Risegate Road at Risegate crossroads where the school bus stops. They had cones around them but now removed but the drains have not been repaired and he feels they are dangerous – **action clerk**
- iii. LA reports old dog poo bin not removed from Mill Lane – **action clerk**
- iv. RP advises the wooden bench outside Gosberton Academy School has slats missing still – **action clerk**
- v. Village inspection arranged for 27th June 2016 at 6.30pm to start at the cemetery
- vi. ST suggested a more condensed report to go in the local press and on the website

On the table:

- Copy of risk assessment from Gosberton Playing field carried out 25th April 2016

- Leaflet on business rates
- HAGS play equipment leaflet
- Clerks and Councils Direct magazine
- Magazine of National Association of Local Councils

Meeting closed 10.25pm