

**Minutes of Meeting of Gosberton Parish Council held at the Public Hall
on
Monday 27th February 2017 at 7.30 pm**

Open Forum – no one in attendance

Present: Councillors: Tim Smith (Chair), Mrs Lindsay Allen, John Clark, Mike Newton, Mick Pell, Mrs Rona Perry, Mark Taylor, Mrs Sue Thorley, Mrs Lisa Tweddell (Clerk).

Emma Walters was in attendance from G.C.A.T. and updated the council with details of the Christmas party, playground equipment and the proposed summer fair. Request to be sent for quote to be resubmitted from HAGS SMP in view of the length of time which has elapsed since last quote and to take into consideration the rocking horse being in situ. Emma asked the council in principal would they agree to a summer fair being held on the playing field – a provisional date of 17th June was discussed. It would be family orientated day and will follow on from the success of the Christmas fair. Interest received from local groups. GCAT to discuss further in March so Emma will attend parish meeting in April with further update.

Emma Walters left at 7.40pm and the meeting commenced.

1. **Apologies** - none received
2. **Declarations of interest and dispensation requests for relevant items**
None received.
3. **Approval of minutes from meeting held on Monday 23rd January 2017**
Minutes were approved and signed as a true and accurate copy.

Vivienne Gensiorskyj joined the meeting at 7.45pm

4. **Emma Walters**
See above

5. **Internal Auditor – Vivienne Gensiorskyj**
Vivienne was introduced to everyone and a brief discussion had around her duties as internal auditor. She is to audit accounts twice a year and invoice accordingly. Her contract will be updated to this effect.

Vivienne Gensiorskyj left the meeting at 7.55pm

6. **Clerk Report and matters arising from minutes**
Light out at column 23 High Street, Gosberton re-reported on 30/01/17 – top of Mill Lane outside number 49 High Street. Still not attended to however so clerk to re-report – **action clerk**

Cutting of trees that are obstructing light in the High Street are not LCC responsibility so quotes required for work – **action clerk.**

Precept application submitted 24th January 2017.

It was noted that there is no power in the chapel at the cemetery. It was discussed that installing power was considered some years ago and it was to prove too costly.

Clerk attended a Lalc course on 8th February at Cranwell on Budgets and Audits and has also completed the 'Introduction to Local Council Administration' course which was started last year.

Mike Newton attended a Councillor Training Day on 31 January 2017 at Kirkby Underwood. Rona Perry was unfortunately unable to attend but hopes to attend one in the future.

Ashes interments taken place of the earmarked plots in the Garden of Remembrance on 16th February 2017. No details provided in order for clerk to clarify situation with parishioner who enquired about reserving plots.

Discrepancy with Church loan repayments – GPC records show £500 still outstanding due to a payment being crossed out in the book. It had been suggested this was due to repairs to the church hall so payment not made however Deborah Reynolds has subsequently checked with her records and provided bank statement proof and cheque stub showing £500 payment made therefore this is proof enough. Debt now repaid and Deborah sent her express thanks to the parish council for the loan on behalf of the church.

Clerk not had time to sort out map for proposed carpark and asked if someone else could take this project on as unsure as to exact position and sizes etc. Also should a public consultation exercise take place with such a proposal?

Resolved - JC and MP to undertake an initial survey to establish size. Clerk to find out some further information regarding depth of hardstanding/hard core etc.

7. Parish Council website and introduction page

Clerk passed print outs of examples of other parish council's home page around.

Resolved: ST to start page for GPC then will pass round to others to make additions.

8. Clerk's contracted working hours

Clerk is keeping weekly time sheets with a view to having contracted working hours increased as work is taking in excess of the set hours of 12. It is thought 16 hours would be more appropriate. To be discussed as agenda item at next meeting.

9. Interactive speed sign update and data collection

Clerk to distribute survey to JC and MP with a view for installation of sign on Sunday 5th March. TS to take on responsibility of data collection. **Action – JC/MP/TS**

10. Cemetery Land acquisition

Discussion had around need for cemetery extension over the next 5 years. To be made an agenda item for next meeting.

11. Cemetery signs

Resolved: order to be placed for two signs as per proofs sent out by Stuarts Signs of Holbeach in black with gold writing. JC to arrange installation with Stuarts Signs when ready.

12. To approve Press and Media Policy and Staff Disciplinary Policy

Resolved: Both policies approved and adopted.

13. Trustee required for Unknown Donor Estate

Cheques distributed to Gosberton Guides, Rainbows, Brownies, Marjorum Behive Group, Silverlink and Good Companions.

Resolved: Lindsay Allen proposed to be trustee by ST and seconded by JC.

14. Land near Princebuild

This land is currently being used to park a car on. Letter to be sent to car owner to request they cease this practice. MP to find address and inform clerk – **action MP.**

15. Parish Matters

Police Report – Harecoursing, Gosberton Bank; RTC x 2 Boston Road, RTC Cooks Road; Theft Wargate Way; Harecoursing, Rise Gate Road; RTC Spalding Road.

Councillor King informed that an untidy garden at Westhorpe Road has been given 28 days to clear the garden or SHDC will intervene.

The council went into closed session to discuss matters of confidentiality on matters at Gosberton Rise Gate.

Cheal Railway Approach has a collapsed verge which now has two cones on it but this needs reporting to Highways – **action clerk.**

Salem Street/Westhorpe Road – pothole to be reported – **action clerk.** Discussion then had around potholes and it was suggested Highways carry out a village inspection – **clerk to write to Cllr Mark Davies.**

Discussion had around whether it was necessary to place a report in the village news of the local press.

Resolved: to send report with TS to check prior to sending.

16. Report on Playing fields in Gosberton and Gosberton Rise Gate

JC had a discussion with T Sneaths regarding the grass cutting contract and number of cuts to be increased from 13 times per year to 15 times starting two weeks earlier – all agreed.

Discussion had around the field, the condition of it and the football pitch area.

It has been pointed out there are rotten trees in the playing field and a tree survey is required however Diane Fairchild at SHDC says a previous survey has been carried out and will look into this – **action TS to speak to DF.**

Quotes to be obtained for cutting tree on High Street which is obscuring light – **action clerk.**

Hedge in playing field has been cut by Eddie Mears.

17. Allotments

ST received a letter regarding an allotment issue which she will send out to everyone by email.

18. Correspondence

Email received from parishioner asking for further update on traffic calming measures – reply sent 17th February.

Telephone message received from a Mrs Jefferies regarding some information about trees on Gosberton High Street – unfortunately she did not leave a telephone number nor did she ring back so clerk unable to pursue this phone call.

Email received from resident with concerns over condition of cemetery in particular both gates being loose – no down bolt; large amount of algae on the path from the gate up to the chapel making the path slippery; flowers blown about; number of vases containing dead flowers – clerk to inform Simon Kitchen of issues for attention. JC pointed out however that dead flowers could not be removed from graves only from cremation plots.

19. Planning ApplicationsCOMMENTS SUBMITTED PRIOR TO MEETING

None

COMMENTS MADE AT MEETING

H08-1045-16	22 Spalding Road, Gosberton	Proposed wooden garage and access road
H08-0124-17	Land opp 51 Bowgate, Gosberton	Two high level lights attached to telegraph poles (retrospective) – ensure lights are shielded from dazzling traffic
H08-0125-17	126 Risegate Road, Gosberton Risegate	Single storey front extension
H08-0169-17	Oatsheaf Cottage	Single storey rear extension
H08-0174-17	Siloam 254 Siltside, Gosberton Risegate	Two storey rear extension

Resolved: comments as above in red

DETERMINATIONS

H08-1313-1600	Gosberton Parish Council	TPO 1 1957	APPROVED
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20. Finance and payments of accounts

DATE	PAYEE	NET AMOUNT (£)	V.A.T. (£)	TOTAL PAID(£)	METHOD OF PAYMENT
28/12/16	C E Clark	100.00	-	100.00	CHQ 102199
30/01/17	Payroll	624.00	-	624.00	STANDING ORDER
30/01/17	Payroll	15.00	-	15.00	STANDING ORDER
01/02/17	Public Hall Hire	25.00	-	25.00	BACS
09/02/17	FMS – 2 ink cartridges	22.55	-	22.55	FOR INFO ONLY – CLERK PAID
13/02/17	Payroll	810.00	-	810.00	STANDING ORDER

FOR SIGNING AT MEETING

27/02/17	Mike Newton – mileage for attending course	9.00	-	9.00	CHQ 102200
27/02/17	Clerk mileage (from Sept 16 – to 26 Feb)	66.15	-	66.15	CHQ 102201
27/02/17	Westons	52.57	-	52.57	CHQ 102202
27/02/17	Eddie Mears – hedge cutting	360.00	-	360.00	CHQ 102203

Resolved: All payments approved.

18. To receive reports from any other committees where there is council representation

- Robert Marjorum – meeting was 15th February 2017. Copy of accounts given to clerk for records.
- Relief in Need – no meeting.
- GCAT – already discussed earlier in meeting.
- Public Hall – no meeting.

21. Agenda items for next meeting

- Cemetery land purchase

22. Date and venue of next meeting

Monday 10th April 2017 at 7.30pm at the Public Hall - Annual Parish Meeting

Meeting closed at 10 pm

Chairman