

MINUTES OF A MEETING OF
The joint PARISH COUNCIL of COVENHAM
St. BARTHOLOMEW & COVENHAM St. MARY

Held on the 15th May 2019 at Covenham St. Bartholomew Parish Rooms

Present: - Councillors: E. Cooling C. Denny D. Tall
 J. Firth D. Wiltshire A. Wiltshire
 S. Booth (Clerk)

Public: - 0

44/19. Chair's welcome

- The Chair welcomed both Councillors and members of the public to the meeting. The Chair explained the building was non- smoking building and where the fire exits were in an emergency.

45/19. Apologies for absence

- Apologies were received from Cllr Aldridge due to other commitments. Proposed to accept by Cllr Denny, seconded by Cllr D. Wiltshire, all in favour. Cllr Mossop (Dist. Cllr) and Cty Cllr Bridges also sent apologies due to other commitments.

46/19. Declaration of Interest under Code of Conduct 2012

- a) 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*
- b) To note dispensations given to any member of the Council in respect of the agenda items listed below. *None*

47/19. Minutes of the previous meeting

- Had been previously circulated. It was proposed by Cllr Cooling and seconded by Cllr Firth to accept the Minutes. All in favour. Resolved to accept minutes. These be adopted as a true record'.

48/19. Chair's update on matters outstanding

No report.

49/19. Open Forum (*max 3 mins/person*)

None.

50/19. To receive reports from

- a) LCC - No report.
- b) ELDC – No report
- c) **Outside representatives** – No report.

51/19. Parish Council matters

a) **Annual Audit Return – Annual Governance statement.** – Statement read out and approved by all Councillors present. Cllr Denny signed the approved statement.

b) **Annual Audit Return – To approve and sign section 2.** - Reviewed by full Council and approved. Cllr Denny signed the forms. Clerk to send relevant papers to auditor and documents to be uploaded to website as per compliance instructions.

Fixed Assets were discussed, Clerk to resend list to Cllrs.

c) **Parish Rooms** - i) To discuss quotes received for work to parish rooms, fire door, damp course, ramps for disabled – 6 companies approached for ramp quotes, 2 quotes received for £485 and £714. Cllr Firth proposed going ahead with the ramp work for £485, seconded by Cllr Cooling. All in favour. Resolved to complete ramp access work. Planning permission is required for the new fire door at the front at a cost of £234, Cllr Wiltshire proposed applying, seconded by Cllr Denny, all in favour. Cllr Denny to complete the application.

ii) To discuss electrical work – Electrical report and quote received, 2 further quotes to be sought.

iii) To discuss light fittings – Cllrs Firth and Wiltshire removed and cleaned the light fittings. The fittings are now very brittle. 4/6 fittings are now broken and will need replacing. Quotes needed but not urgent.

d) **To receive update on road signs and speed reducing measures** - LCC Highways have stated that no beware of horses sign will be put up as no accidents have been reported. No 30mph signs will be put up as street lights are 200m apart so drivers should know it is a 30mph zone. Highways response to be put on website.

Archer survey has been completed although this was done at the same time as the mobile speed signs were in place. LRSP insist this was not a conflict and results were accurate. There were not enough speeding vehicles to warrant action.

e) **To update on village meeting held on 16th March** - Approx. 30 people attended and shared views on what they would like to see happen in the village. Resident frustration at so many different groups all wanting money for their own ventures. Survey completed by residents, results to be correlated. Jubilee committee have asked for copy of the results.

f) **To discuss national spring clean event** – Event has now passed.

g) **To discuss dog bin location** – Clerk to inform ELDC there is only 1 dog bin in the village so can't be moved and a further bin is need for junction of Grange Lane and Main Rd.

h) **To update on gardening contract-** Cllr D Wiltshire had previously been given the authority to decide on the contract, he reported 3 quotes had been received for £596, £660 and £1704 per annum. Quote for £660 accepted, 3 cuts already been done and several compliments received.

i) **To discuss St. Mary's Church gate** – Gate catching at bottom, Cllr D Wiltshire cleared the area. Gate is rotten and will need removing, repairing or replacing in the future.

j) **To discuss public footpaths/right of ways-** Cllr Wiltshire walked the length of the footpaths with the northern footpath volunteer and Johnathon Stockdale from Countryside Dept. (LCC) on the southern footpaths. 1 style was broken and nettles may become overgrown in future months but both parties were happy with the condition of the paths and signage was in place.

k) **To discuss summer fete 14th July** – St Mary's church council to provide refreshments, choir to sing at 2.30pm and 3.30pm. Jubilee committee to use the churchyard. Parish Council opening the Parish Rooms for face painting, craft/ art exhibition, vintage cars and motorbikes to be on display, tea/coffee biscuits available, donation box for defibrillator purchase. Fair to be open 2-5pm. Road closures not practical. Residents could be invited to have a "yard sale" and any monies raised they would keep themselves.

l) **To discuss annual budget** – Budget figures produced by Cllr A. Wiltshire accepted by all. Resolved to use budget figures.

Cllr Aldridge arrived at 8.50pm signed his Declaration of Office and GDPR security compliance forms. He took the pecuniary interest forms to complete at home, duplicate forms to be posted to Clerk once completed. Cllr Aldridge then left the meeting at 8.54pm.

m) **To discuss the defibrillator project.** – 3 quotes received for fitting the defibrillator, £135, £135 and £150. The Elemonasary Trust have kindly offered to pay for the housing box. Annual servicing costs by the supplier of the defibrillator is £165, local electrician with experience of defibrillators has

quoted £35. Approx. cost for a defibrillator with video instructions on how to use built in is £1300. However electrical issues within the building need to be addressed before purchase can go ahead.

n) **To discuss the replacement or repair of footpath post between Newbridge Lane and the churchyard.** – Footpath post has collapsed. Cllr D. Wiltshire to report to Countryside Dept.

52/19 Financial matters

- a) Financial update – Circulated previously electronically.
- b) Bills for payment on 15/5/19 over £100
- | | |
|--|-----------|
| - Clerk's salary and expenses | £ 185.70p |
| - CRL Accounting (Internal Accountant) | £ 132.00p |
- c) Bank balance – As per latest bank statement 24/4/19
- | | |
|-----------------|-----------|
| Current account | £ 5526.34 |
| Saving account | £ 5349.31 |

Proposed by Cllr Denny and seconded by Cllr Tall, all in favour. 'These sums be paid'.
Carried unanimously

53/19. Extraordinary items (for information purposes only)

Request received from St Mary's Church Council for views on improving their kitchen. Cllr Denny to liaise with them.

Clerk's hours and responsibilities discussed.

Cllr A. Wiltshire left the meeting at 9.25pm.

54/19. Next agenda

Survey results to be discussed, electrical quotes, boundary encroachment issues.

55/19. Dates for next meeting

Wednesday 19th June, Parish Rooms, 7pm.

56/19. COUNCIL'S OPTION OF CLOSED SESSION

- Council decided not to go into closed session. Meeting closed at 9.30pm.