

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

Held on the 6th September 2018 at Covenham St. Bartholomew Parish Rooms

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

Public: - 1 + County Cllr Bridges

72/18. Chair's welcome

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

73/18. Apologies for absence

- Apologies were received from Cllr Field and Cllr Burd due to other commitments and Dist. Cllr Buckley due to work commitments. Cllr Denny proposed accepting the apology, seconded by Cllr Firth. 4 in favour of accepting, 1 not in favour. Resolved to accept apologies.

74/18. 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*

75/18. Minutes of the previous meeting

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

76/18. Chair's update on matters outstanding

- Cllr Cooling offered thanks to Cllr Wilshire and Abigail Wiltshire for organising and helping with the cleaning and tidying of the Parish Rooms and garden area. Cllr Wiltshire also thanked Cllr Cooling for her help with the cleaning.
- A request for hiring the Parish Rooms has been received, see item 83/18.

77/18. Open Forum

- A resident stated he was interested in the Eleemonosary Trust but wanted to hear was said under item 81/18g.

78/18. To receive reports from

- a) LCC - Cllr Bridges asked if the Parish Council would like him to invite Chris Panton, Senior Planning Officer (ELDC) to a meeting. It was agreed that an invite should be made. A resident had spoken with Cllr Bridges about the amount of dog poo on the streets. Clerk to ask dog warden for stencils to be re-applied. Potholes throughout East Lindsey to be completed by end of October. A councillor has been approached by residents regarding a newly erected fence outside Lynwood House which appears to be over the boundary line. Cllr Bridges was asked if he knew whether Highways were aware of this as it is now possibly on Council land. Cllr Bridges advised checking Land Registry to see if the boundary had been extended then write to the homeowner if the fence has been installed in the wrong place.
- b) ELDC –No report.
- c) Outside representatives – no report.

79/18. Planning matters

**All application comments are available to view at www.e-lindsey.gov.uk*

***Applications may not be discussed at meetings due to deadlines and lack of internet connection to allow plans to be viewed*

a) Planning applications received

N/038/01471/18	Mrs Gibbons, Southfield Fm	No Objections
N/038/01460/18	Whispers, Newbridge Lane	No Objections

b) Planning decisions received

N/037/00339/18	Plough Inn	Refused
N/037/00844/18	Mrs Alex	Approved
N/038/01111/18	Dickens Farm	Approved

80/18. Correspondence

LALC - 2017/18 AGM report.

81/18. Parish Council matters

a) **Parish Rooms** – Survey reviewed, items needing addressing were prioritised. 3 quotes to be sought for building repair work, Clerk to arrange quote for new door. Cllr Denny to arrange fire risk assessment. Prioritised work include damp repairs, add air bricks, fill holes between fascias and brickwork, remove moss, lead flashing repairs, remove weeds from gutters, add gutter to single storey section, repointing, seal windows, replace cracked glass, replace rear fire door, Add weather bar/adjust front door (a new door to be sourced), unblock slot gulley. Clerk to create a list for the quotes.

- Regular cleaning of the rooms discussed. It was agreed 2/3 hours per month to include hoovering, mop floors, clean toilets and kitchen area wipe tables and sweep outside. Clerk to find a cleaner.

- It was agreed to open the Parish Rooms fortnightly to engage with the resident by offering a “meet with your Councillor” open surgery. To start on Saturday 6th Oct, 10am- 12noon, tea, coffee and cake to be supplied. Cllr Cooling to organise leaflets to advertise the event with all dates included until Christmas. Cllr Denny to promote the event at the Eleemosary Trust tea party on 16th September. Cllr Denny and Cllr Wiltshire to officiate on 6th Oct. Cllr Cooling agreed to be present at the following event.

b) **Standing Orders and Financial Regulations** – Standing Orders were reviewed and proposed for approval including a standard amendment to the audit section by Cllr Denny, seconded by Cllr Wiltshire. All in favour. Resolved to accept the Standing Orders.

c) **Website** – It was raised that the website has advertised events for both COVCOM and Jubilee Committee without prior consent from the Parish Council. Clerk agreed to take over the running of the

website temporarily with view to independent service taking over. Clerk to ask LCC if an outside company can administer the website.

d) **Mobile speed signs** – Post survey has been completed and approved. Awaiting reply from Grainthorpe PC for rota and where to buy fixing brackets. Clerk to chase up. Clerk to purchase 2 fixed brackets proposed by Cllr Denny, seconded by Cllr Wiltshire.

e) **Retention of the phone box/defibrillator** – Several schemes available for defibrillators via Community Heartbeat Trust (CHT). Defibrillators schemes are - leased, bought or managed by CHT. Costs depend on type of defibrillator and which scheme opt for. BT will pay for electricity used if under a CHT scheme but not if bought outright. Cllr Denny to send email to all Councillors with links to the different types of defibrillators and schemes available.

f) **Churchyard maintenance** – Cllr Wiltshire proposed asking the current contractor to continue maintaining St Mary's churchyard and if he would do extra over the winter period by clearing the backlog of tree and bush cuttings, seconded by Cllr Beasley. All in favour. Resolved for Cllr Wiltshire to contact the contractor.

g) **Eleemosary Charity accounts** – Cllr Denny gave a brief summary of the charity's accounts however Councillors raised issues with where the money goes as the accounts do not show a breakdown of spending for the Eleemosary Trust fund and what is the criteria for the allocation and distribution of funds. Cllr Denny was unable to answer so will raise the matter with the Trust. The Eleemosary Trust will receive £2400 from the Poor's Allotment fund although Cllr Denny was unsure when the money would be received.

h) **Summer Fete** – The fete was advertised in an article in the Louth Leader as being run by the COVCOM group there was also a follow article which reiterated this. The Parish Council were informed it was run by the Jubilee Committee. Due to the contradiction of who was running the event, the Parish Council could not establish where the parish funds would be going therefore no payment will be made. No paid invoices have been supplied either.

i) **Electricity renewal** – Cllr Wiltshire proposed renewing with E-on, seconded by Cllr Firth, all in favour, resolved to renew.

82/18 Financial matters

a) Financial update - Current bank statement made available to Councillors.

b) Bills for payment on 6/9/18

- Clerk's salary and expenses	£305.04p
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Proposed by Cllr Firth and seconded by Cllr Denny. 'These sums be paid'.

Carried unanimously

83/18. Extraordinary items (for information purposes only)

- Cllr Cooling informed the Council that ELDC Democratic Services had been informed of Cllr Brader's non – attendance for 6 months which automatically creates a casual vacancy. Democratic Services have informed the Council that a new member can now be co-opted.
- A resident has asked to hire the Parish Rooms for archery club, it was agreed the hire fee would be £5 per hour and a hall hire agreement would need to be signed. The archery club must also have their own public liability insurance. Cllr Cooling to contact the club and make them aware.

84/18. Next agenda

Anglian Water dyke.

85/18. Dates for next meeting

Tuesday 16th October 2018

Tuesday 27th November 2018

Tuesday 22nd January 2019, in the Parish Rooms at 7pm.

86/18. COUNCIL'S OPTION OF CLOSED SESSION

- Council decided not to go into closed session. Meeting finished at 10.20pm.