

COVENHAM PARISH COUNCIL

Minutes of the meeting held Friday 19th February 2021 at 7:00pm via Zoom

Cllr G Smith was selected to chair the meeting in the absence of Chairman of the Parish Council who had sent her apologies prior to the meeting.

P: DW; S: JF, All in favour

A minute's silence was held in honour of Mr Jerry Field who has sadly died. Mr Field served as a parish councillor for many years.

Public Forum including outside bodies. One member of the public joined the meeting to observe.

- 1. ELDC Ward Member** – Cllr Mossop reported that his request for The Plough Inn planning application to be heard by the Planning Committee has been successful and he has registered to speak when the items is being considered. He also reported that the recommendation of the Planning Officer was to reject the application but it is for the Committee to make the final decision.
- 2. LCC Ward Member** – Cllr Bridges sent his apologies and did not have any update.
- 3. Louth Rural Neighbourhood Policing Team** – There was no representation from the police.

02/21-1 Record of Members Present and Apologies.

Present: Cllr Gareth Smith (GS) acting as Chair, Cllr Don Wiltshire (DW), Cllr Alyson Wiltshire (AW), Cllr John Firth (JF), and Cllr Anne McCready

Also present: Cllr Edward Mossop (ELDC Ward Member) and Mrs Nadine Must (Parish Clerk/RFO)

Apologies accepted: Cllr Emma Cooling (EC) and LCC Ward Member Cllr T Bridges

02/21-2 To receive any Declarations of Interest on any item on the agenda – Cllr GS declared his interest on item 02/21-8a.

02/21-3 Minutes from 11th December 2020 – It was resolved that the draft minutes were accurate except for the first name initial of Mr Jones (Minute reference 12/20-5f. It should be D instead of G. The Chairman will sign at the next opportunity.

P: DW; S: AM, All in favour

02/21-4 Council Matters

- a) Chairman's Remarks** – None
- b) Actions from previous meeting** – Clerk's report was noted.
- c) Communications** - Clerk's report was noted.
- d) Dedicated parish councillor email address.** Cllr GS offered to provide the councillors a dedicated parish council email address from the @covenham-pc.info domain that he has purchased. He is not able to transfer the domain to the parish council as per contractual agreement and the cost may be prohibitive in the longer term. Cllrs DW and AW already have exclusive emails. Cllr AM noted that her email address has negligible personal communications that she is not minded to create another email address but will give it another thought.
- e) Newsletter.** This has been deferred until the next meeting when Cllr EC is available.

02/21-5 Parish Room

- a) Damp proofing** – There were three quotes sourced however one did not have any works in progress insurance and had to be discounted. Cllr JF remarked that the

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injection proposal to damp proof the walls was not the best course of action. This was similar to the work done previously which has not proven to last. It was therefore resolved to accept the quote from the other supplier who will insert heavy duty damp-proof membrane. Cllr JF to project manage and schedule for the work to commence. It was hoped that the works would be completed before the May elections.

P: JF; S: DW, All in favour

- b) **Electricity supply** – The Clerk reported that the meter readings have now been adjusted to the correct total and the Council is £83.15 in credit with Eon. The Council also resolved to accept Utility Supplier to act on the Council’s behalf to secure Smartest Energy as the preferred utility supplier for a fixed three-year term based on an annual cost of £132.58 subject to VAT and Climate Change Levy.
- P: AW; S: AM, All in favour
- c) **Window cleaning** – The Council agreed to secure D Salkeld to clean the parish rooms window for £5 per session.
- P: AW; S: JF, All in favour
- d) **Gutter drain cleaning** – Mr Jones had cleaned the drains and Cllr JF confirmed that the work was satisfactory.
- e) **Parking area** – There was a long discussion about the unauthorised parking in front of the parish room and blocking access to the defibrillator. It was agreed to find a suitable sign. Cllr DW to action.
- f) **Union Jack flag procurement** – It was resolved to replace the flag which is frayed. It was agreed that Cllr DW will purchase and get reimbursement at the next meeting.

02/21-6 Finance and Budgets

- a) **Receipts.** The Council noted the following payments received due to the national lockdown since September 2020. ELDC will confirm if more payments are due.

Date	Item	Amount
15..09.20	ELDC Business Grant Fund	10,000.00
07.12.20	LRSG Payment	1,334.00
18.01.21	LRSG Payment - Tier 4	238.21
20.01.21	CBLP Grant payment	4,000.00
20.01.21	LRSG January payment	2,001.00
Total Receipts for Parish Rooms		17,573.21

- b) **Payments** - The Council resolved to accept payments for February 2021 as tabled.

	Cheque Number	To	Amount
1	101138	Nadine Must – salary and expenses	£635.25
2	101139	Intellitech Services Limited for website	£250.00
3	101140	Gutter drains cleaning – Mr D Jones	£25.00

Initial/Signature

Date

Notes P: Proposed; S: Seconded, Vote

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P: DW; S: AM, All in favour

- c) **Community Account** – The Council considered the report provided by the Clerk listing the different bank accounts available and decided that The Coop Bank was the preferred choice. The Clerk to progress switch over.

P: DW; S: AM, All in favour

- d) **Latest Receipts and Payments and Q3 Financial Monitoring** – noted
e) **Precept 2021/22** – The submitted precept form for Financial Year 2021/22 was noted.

02/21-7 Community Amenities and Groups

- a) **St Barts Church** – The Council is still waiting for Mr Foxon to refurbish the bench at no cost to the council.
b) **St Mary's Church** – Cllr AM reported that the faculty from Lincoln Diocese has now been granted and the kitchen refurbishment can be progressed. The DCC has agreed that the kissing gate can be removed. Cllr DW has volunteered to dismantle it. The DCC has also written to Mr Foxon for his support to refurbish the other wooden structures belonging to the DCC and the parish council.
c) **Covenham Plough Community Hub (CPCH)** – Cllr GS reported that ELDC has not decided on the application to list The Plough as an asset of community value.

02/21-8 ELDC/LCC Services

- a) **The Plough Inn** – The application will be considered by the Planning Committee at its meeting on 25/02/2021 at 10:15am. This application is item no 07 on the agenda.
b) **LCC Highways**. The issues are still unresolved. LCC Ward Member has not come back with any updates.

02/21-9 Planning Matters – updates and to consider any applications, if any

- a) **N/037/01064/20 Haiths Farm, Main Road, Covenham St Bartholomew** – The Council noted that ELDC has further extended the decision until the end of February.
b) **N/037/00196/21 Owl House, Main Road, Covenham St Bartholomew**. The Council resolved to support this application.

P: JF; S: AM, All in favour

02/21-10 Date of Next Meeting - The next meeting of the parish council is scheduled for **Thursday, 15th April 2021 at 7pm** via Zoom

The meeting closed at 8:18pm.