

COVENHAM PARISH COUNCIL

Minutes of the meeting held Friday 23rd October 2020 at 7:00pm via Zoom

Public Forum including outside bodies. No members of the public joined the meeting.

1. ELDC Ward Member – Cllr Mossop could not attend the meeting but submitted the following:

- Haiths Farm application call in request was rejected. There are still issues unresolved and a drainage strategy to be completed and so the decision has yet to be determined.
- He was pleased that the parish council managed to receive both the Business Support Grant and the Councillors Community Grant.
- He has also given Councillor Community grant to St Mary's Church in Covenham St Mary to improve their kitchen facilities.
- He was pleased to report that the Poulton Drain has been cleaned out by the Environment Agency. They have completed the task in the "pinch point" area around St Mary's House and this should provide a bit more protection and storage area for water in very wet times.

2. LCC Ward Member – There was no response or report from Cllr Bridges.

3. Louth Rural Neighbourhood Policing Team – Email report from Beat Manager Rich Precious.

- general crime information for the area can be found on the www.lincs.police.uk website.
- Both Louth Town and Louth Rural teams have combined officers. They have gone from 2 Beat Managers to 1, the NPT Sergeant's post is currently vacant with no known date when it will be filled and PCSO's across the 2 teams reduced from 7 to just 2. This has had a profound effect on what they can provide.

10/20-1 Record of Members Present and Apologies.

Present: Cllr Emma Cooling (EC) (Chairman), Cllr Don Wiltshire (DW), Cllr Alyson Wiltshire (AW), Cllr John Firth (JF), Cllr Gareth Smith (GS) and Cllr Anne McCready

Also present: Mrs Nadine Must (Parish Clerk/RFO),

10/20-2 To receive any Declarations of Interest on any item on the agenda – Cllrs DW and AW declared their interest on item 10/20-5b)6 and did not participate in the vote.

10/20-3 Minutes from 28th August 2020 – It was resolved that the draft minutes were accurate. The Chairman will sign at the next opportunity. P: GS; S: JF, All in favour

10/20-4 Council Matters

- Chairman's Remarks** – Cllr Cooling welcomed everyone especially Cllr AM to her first council meeting. The planned face to face council meeting had to be abandoned due to the ongoing pandemic and to abide by NALC recommendations. The Chairman was pleased that the Annual Governance and Accountability Returns have been completed and signed off thanks to the rapid response from the clerk. She was also pleased with the financial grants that have been successfully applied for.
- Actions from previous meeting** – The outstanding issues are with LCC Highways and the Clerk was requested to pursue the LCC Ward Member. It had been more than a year since Cllr Bridges attended a council meeting.
- Zoom** – The council ratified its decision to subscribe to a Zoom licence through LALC until April 2021. P: GS; S: DW, All in favour

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- d) **New Website** – The Council resolved to accept the quote from Intellitech Services Ltd to create and develop the new website provided by LCC. P: DW; S: AM, All in favour
- e) **Standing Orders** – The Council reviewed and approved the Standing Orders. P: DW; S: GS, All in favour
- f) **Financial Regulations** The latest model template from NALC was adopted and approved by the Council. P: GS; S: DW, All in favour
- g) **Assets Register** – The assets listed on the insurance documents were reviewed and updated. The Clerk to inform insurers with the latest list which includes the war memorial, defibrillator and cabinet.
- h) **Communications** – This was noted.

10/20-5 Finance and Budgets

- a) **Receipts** – to note grant funding received from ELDC

15.09.20	ELDC Business Grant Fund	£10,000.00
21.09.20	ELDC Councillors Grant Fund	£100.00

- b) **Payments** – The Council resolved to accept payments for October 2020.

1	Internal Audit	£40.00
2	LALC - Zoom subscription	£60.00
3	Parish Clerk Pay and Expenses	£527.15
4	HMRC Income Tax	£103.80
5	Office Stationery and postage	£105.89
6	RJC Gardening	£120.00

P: GS; S: AM, Passed

- c) **Latest Receipts and Payments and Financial Monitoring** – Noted

10/20-6 Community Amenities and Groups

- a) **Parish Rooms**

- i. Gutter cleaning. None of the businesses approached quoted for the work. Cllr JF has agreed to do the cleaning which the council approved.
- ii. The Eon online log in has been resolved and the parish clerk is now able to access the account. The Council resolved to keep the tariff as is and review the best plan when the parish room can operate again. It was proposed and approved to approach Eon for a smart meter.
- iii. A Christmas tree will again be purchased for display outside the parish room. Cllrs DW and JF to procure.

- b) **St Barts Church** – The scaffolding is up and works to the roof will take about six weeks. A listed building consent is under consideration. A resident had volunteered to give the bench a rubbing down and varnish. The Council agreed to pay for the materials. Cllr GS to liaise.

- c) **St Mary's Church** – Cllrs DW and JF fixed the problem with the kissing gates. However there was discussion on the continuing maintenance of the fence and kissing gates and the purpose they serve. Cllr AM will take the matter at the next meeting of the District Church Council including ownership of the noticeboard. These have implications on the assets register for insurance purposes.

- d) **Remembrance Sunday** – Cllr AM reported that a service is scheduled for 8th November at 11am. The Chairman will represent the parish council and lay the wreath which will be purchased from the Royal British Legion.

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- e) **Mobile Speed Sign Rota** – Covenham is scheduled to have the speed signs from November. Cllr GS will liaise with Marshchapel for pick up. Cllrs DW and JF will help set up.
- f) **Covenham Plough Community Hub (CPCH)** – Cllr GS reported that the group is currently in discussions with ELDC Planning to resolve issues.

10/20-7 ELDC/LCC Services

- a) Dog Bins/posters – The Council discussed the need for a new dog bin but resolved to monitor the problem before making a decision. In the meantime, the Clerk will print out posters of No Dog Litter signs for putting on lamp posts.
- b) Updates on issues
 - i. Yarburgh village sign and Cold Harbour Lane - These have been reported on Fix My Street but have not been resolved.
 - ii. pavement issues – Works have been done but half of the surface areas were in poorly constructed. The Council will monitor the state of the pavement and discuss again after winter.

10/20-8 Planning Matters

- a) **N/038/01609/20 | Outline erection of a dwelling and garage. | Land Adjacent to Blenheim House, Main Road, Covenham St Mary.** The Council resolved to object to this application. The Council objects to this application. The application site had already been refused planning in early 2020 and the Council agrees to the same view. It is on open pasture land and the development would destroy the street scene and the wider setting of the village. Also there is a public footpath on the site itself which will be lost if the application is approved. Drainage issue is also a factor and there have been flooding issues in the area.
- b) **N/037/01878/20 Listed Building Consent - Replacement of south transept roof and repairs to walls and rain water - Church of St Bartholomew, Birketts Lane, Covenham St Bartholomew.** The Council has no objection.

10/20-9 Clerk contract of employment. The Council resolved to end the probationary period and the clerk has agreed to stay on permanently.

10/20-10 Date of Next Meeting – The next meeting of the parish council is scheduled for **Friday, 11th December 2020 at 7pm** via Zoom.

The meeting closed at 8:35pm.

Initial/Signature

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