

COVENHAM PARISH COUNCIL

Minutes of the meeting held Thursday, 27th January 2022 at 7:00pm in St Mary's Church, Covenham St Mary

Public participation. One member of the public attended the meeting and commented on Agenda item 01/22-7c Eleemosynary Charity. He is one of the two trustees and he is not for re-election until September 2024.

Cllr AM reported that she is organising a Soup Lunch on Wednesday 2nd February at St Mary's Church for elderly residents and others who may benefit from some interaction. It is hoped that this will be a monthly event and confirms that this initiative is not to raise funds for the Church nor to make a profit.

Report from Outside Bodies.

- a) **ELDC Ward Member.** Cllr Edward Mossop sent his apologies. He noted the illegal tyre dumping that has been going on around the Northern part of the District and is coordinating with ELDC Environmental Services. He asked the parish council for any local intelligence, circumstantial or otherwise which will lead to the offender.
- b) **LCC Ward Member.** Cllr Alex Hall sent his apologies. He is attending Fulstow Parish Council meeting
- c) **Neighbourhood Policing team (NPT).** There was no representation from the Police.

01/22-1 Record of Members Present and Apologies

Present: Cllr Gareth Smith (GS) (Chairman), Cllr Anne McCready, Cllr Alyson Wiltshire (AW) and Cllr Don Wiltshire (DW)

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

Apologies accepted: Cllr Emma Cooling (EC)

01/22-2 To receive any Declarations of Interest on any item on the agenda. None

01/22-3 Minutes from 26th November 2021. It was resolved that the draft notes from the meeting were accurate and were duly signed by the Chairman.

P: AM; S: AW, All in favour

01/22-4 Council Matters

a) Chairman's Remarks.

- i. Cllr GS thanked St Mary's Church DCC for continuing to host the parish council meetings. It is hoped that the next meeting will be held back in the Parish Rooms after the professional cleaning had been completed.
- ii. The Chairman noted his thanks to all who helped clear out the parish rooms.
- iii. He has reported the issues with the ditch outside his property to Lincolnshire Marsh Drainage Board and he now awaits some resolution.
- iv. There is a meeting on Thursday, 3rd February with the other community groups to consider events celebrating the Queen's Platinum Jubilee.

b) **Actions from previous meeting.** Clerk's Report noted.

c) **Communications.** Noted. The Parish Clerk to follow up on Bleinheim Farm and Chapel Close pruning issues.

d) **Issue 1 Newsletter.** It was agreed that the Chairman will write an editorial piece and other community groups will provide their own articles for inclusion. It was agreed for the newsletter to be A5 sized and printed in colour. The missing pages will be submitted after the meeting next week of the voluntary groups.

01/22-5 Parish Rooms

a) **Heating.** All works now completed.

Initial/Signature

Date

Notes P: Proposed; S: Seconded, Vote

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- b) **Kitchen Refurbishment.** All works completed. Fridge to be purchased when ELDC grant is received.
- c) **Lavatories.** Toilet lids installed.
- d) **Fittings and furnishings.** Towel dispensers installed in the kitchen and ladies and men's toilets.
- e) **Professional Cleaning.** This has been rescheduled for Friday, 28th January. The contractor is isolating due to COVID.
- f) **New locks.** The locks have been changed and Cllr AM will have spare keys cut for distribution to other parish councillors.
- g) **Flagpole.** Cllr DW has sourced a replacement flagpole from Amazon which was approved.
- h) **Window cleaning.** It was noted that windows were cleaned on 11th January but invoice will be deferred until after next cleaning occasion.
- i) **Update on Parish Rooms clear-out.** This was completed and awaiting hire company to take away the skip.
- j) **Parish Room Hiring Terms and conditions.** It was resolved to update the terms and conditions and the parish clerk to finalise. A hiring charge of £3 for community/charity groups and £6 per hour for private use were agreed. The rates will be reviewed annually. The proceeds from the concession charge will be used to maintain the defibrillator. The Chairman has volunteered to be the coordinator for the hiring and use of the parish rooms.
- k) **Community Cinema.** It was noted that this was a good idea and the Chairman will look at grant funding availability for required equipment.

01/22-6 Finance and Budgets

- a) **Payments.** The Council accepted the following payments for January 2022.

	Cheque Number	To	Amount (£)
1	101175	Parish Clerk – salary and expenses	914.18
2	101176	LALC/SLCC Networking Day	18.00
3	101177	Richard Sutherland –Invoice 1011	1,506.00
4	101178	Chairman –reimbursement for Christmas Lights and Skip Hire	144.99
5	101179	Cllr D Wiltshire – reimbursement for Christmas Tree and Defibrillator pads	128.01
		Total	£2,711.18

To note Direct Debit and cheque payments since last meeting under delegated powers in accordance with the Council's Financial Regulations 5.5

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P:	Date	Cheque Number	To	Amount (£)
	10/11/21	Reissued cheque 101171. 101168 cancelled	The Poppy Appeal	17.00
	10/11/21	101172	Cleaning Supplies Ltd	108.57
	10/11/21	101173	Shaw's Installation Services	440.00
	10/11/21	101174	Finch Arboriculture Ltd	480.00

DW; S: GS, All in favour

- b) **Community Account.** New bank mandate signatories have been approved. Request for online banking is still being processed and councillors are awaiting their authentication cards and pin sentry readers.
- c) **Budget Monitoring and Latest Receipts and Payments.** Noted
- d) **Budget for Financial Year 2022-2023.** The revised budget and the precept submission were noted.
- e) **Update on Grant funding schemes**
 - i. ELDC Councillors' Community Grant Scheme. Approved and awaiting bank transfer
 - ii. Business Revival Grant. This funding was oversubscribed and no longer available.
 - iii. Omicron Grant Fund. ELDC has stated that the parish council is not eligible because it is a precepting authority.

01/22-7 Community Amenities and Groups

- a) **St Barts Church Heritage Trust.** The free trees have been delivered and a working group with 14 volunteers will meet on Saturday, 29th January to plant and clear the area.
- b) **St Mary's Church.** Cllr AM reported that the fridge has been delivered, outside lights for the path will also be installed. The DCC has organised events starting March to December. The events will be published in the forthcoming parish council newsletter.
- c) **Eleemosynary Charity.** Cllr DW agreed to stand again as a trustee and was unanimously elected for another four years. Mr E McCready continues to be a trustee until a re-election in another 1.5 years.
- d) **Jubilee Committee.** They hope to restart coffee mornings in the Parish Rooms. A meeting next week will consider the joint approach for the Queen's Platinum Jubilee celebrations.

01/22-8 ELDC/LCC Services/Police

- a) **ELDC**
 - i. **Settlement hierarchy.** ELDC has confirmed that when the Local Plan is next reviewed, the Covenhams will be classed as a small village instead of being medium-sized. However, it was also noted that small and medium sized villages were classed in the same category for development purposes.
- b) **LCC Highways**
 - i. **Archer Survey.** It was resolved to have the survey done in June 2022 and located outside the Parish Rooms and at Chapel Close junction.
 - ii. **Beware Horses signage.** It was agreed to request signage to be put up at existing signposts along Ings Lane, Yarburgh, Newbridge Lane and Main Road from Fulstow leading to St Barts.
 - iii. **White gates.** It was resolved to put white gates at Ings Lane and on the Main Road from Fulstow before reaching St Barts where the 30mph sign is located.

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01/22-9 Planning Matters

1. **updates on applications.**
 - a) **N/037/02272/21 5 Barn Owl Cottages**, Grange Lane, Covenham St Bartholomew - to note application **approved**
 - b) **N/038/01929/21 Ashdown Cottage**, Newbridge Lane, Covenham St Mary - outline erection of a dwelling – still awaiting decision
2. **Applications for consideration** – no new applications
3. The Parish Council did not have any comments on the Tree Works application at Southfield Farm, Newbridge Lane. It was noted that the works only required crown lifting.

01/22-10 Date of Next Meeting. The next scheduled meeting on Friday, 25th March 2022 has been rescheduled for Friday, 8th April 2022 in the Parish Rooms.
Agenda item to be included: works to the suspended ceiling and replacement windows.

The meeting closed at 8:45pm.