

# COVENHAM PARISH COUNCIL

Minutes of the meeting held Friday, 26<sup>th</sup> November 2021 at 7:00pm in St Mary's Church, Covenham St Mary

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**Public participation.** No members of the public attended the meeting.

## Report from Outside Bodies.

- a) **ELDC Ward Member Cllr Edward Mossop** reported that
- i. The drain name behind the Pub is Cross Drain, reference number LMD 480300 which Councillors can reference when contacting the Lindsey Marsh Drainage Board (LMDB). All maintenance and summer cutting should be completed by now. There are no re-forming works planned for the Covenham area that require greater management of the drain sides to prevent land-slips and blockages.
  - ii. The category size of the Parish will be reviewed when ELDC updates its Local Plan.
  - iii. Following residents' reports of regular power cuts in the parish, it was noted that the Power Grid was not aware or had not been notified. Residents should log every power cut, however short and report those to Northern Power for their attention.
- b) **LCC Ward Member Cllr Alex Hall** reported that
- i. The ditch outside Ambleside in Covenham St Mary is the responsibility of LMDB, not LCC.
  - ii. A works order for the white lines on Cold Harbour Lane junction has been made but no time schedule provided.
- c) **Neighbourhood Policing team (NPT).** PC Precious sent his apologies

## 11/21-1 Record of Members Present and Apologies

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

**Also present:** Cllr Edward Mossop (ELDC), Cllr Alex Hall (LCC) and Mrs Nadine Must (Parish Clerk/RFO)

**Apologies accepted:** PC R Precious (NPT)

**11/21-2 To receive any Declarations of Interest on any item on the agenda.** None

**11/21-3 Minutes from 24<sup>th</sup> September 2021 and 29<sup>th</sup> October 2021.** It was resolved that the draft notes from both meetings were accurate and were duly signed by the Chairman.

P: EC; S: DW, All in favour, P: AM; S: EC, All in favour

## 11/21-4 Council Matters

- a) **Chairman's Remarks.** Cllr GS thanked St Mary's Church DCC for hosting the parish council meetings at the Church until the refurbishments in the Parish Rooms are completed. Installation of white gates at each entrance to the parish, additional speed signs and 'beware: horses' signs had been raised with LCC but no reply had been forthcoming. Details were passed to Cllr Hall from Cllr DW. The state of the pavements need monitoring and any issues should be reported to LCC. The repair to the bench and maintenance to the noticeboard will be considered next year at Springtime.
- b) **Actions from previous meeting.** Clerk's Report noted.
- c) **Communications.** Noted.
- i. Queen's Platinum Jubilee Beacons. It was agreed that the parish council should work together with the Eleemosynary Charity and the Jubilee Committee to organise festivities throughout the village.
  - ii. Public consultation on the future of four Lincolnshire NHS services. No action required.

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- iii. Citizens Advice Lindsey funding request. The Parish Clerk was asked to request further information on services they have provided to residents in the parish. This will inform the Parish Council to consider their request at the next meeting.
- d) **Remembrance Service 2021.** There was an issue accessing the Cenotaph and the Parish Council resolved to request a spare key to the gate locks for future events.
- e) **Issue 1 Newsletter.** The draft newsletter prepared by the Parish Clerk was discussed and it was resolved to postpone any publication until the new year. It was also considered to add further articles from the various community groups and other topical issues for residents' attention.
- f) **Visibility issues.** The following issues were considered and it was agreed that the Parish Clerk contact property owners to cut back tree branches causing obstruction.
  - i. Over the pathway outside Blenheim Farm.
  - ii. Obscuring the speed camera when in place at Chapel Close.
  - iii. The Finch quote for Elm Tree pruning was unanimously approved.
- g) **Covenham St Mary Kissing Gate.** It was resolved to dismantle the kissing gates and Cllr DW to action.

## 11/21-5 Parish Rooms

- a) **Damp proofing.** The leaking in the men's toilet has been fixed.
- b) **Heating.** The heating in the Main Hall has been completed. A new heater at the entrance hall has also been installed. A smaller heater for the rear area has been ordered and will be installed next week.
- c) **Painting.** It was resolved to leave the door to the Main Hall as it stands. No further works required.
- d) **Kitchen Refurbishment.** The B&Q order had not been delivered as agreed and the Council was subsequently told that all items should have been paid for in advance. No payment invoice had been provided to the Council. It was therefore resolved to get the kitchen installer to organise similar fittings at comparable costs which can be installed sooner than the new year.
- e) **Lavatories.** The toilet lids will be installed during kitchen refurbishment.
- f) **Fittings and furnishings.** The Council resolved to purchase paper towel dispensers and waste bins for installation at the same time as the kitchen is being refurbished. Cllr AM will check where she bought the items installed in the Church.
- g) **Professional Cleaning.** The Clerk will organise appointment once all the works in the Parish Rooms have been completed.
- h) **Christmas Tree and fittings.** The Chairman and Cllr DW will action this.

## 11/21-6 Finance and Budgets

- a) **Payments.** The Council accepted the following payments for November 2021.

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	Cheque Number	To	Amount (£)
1	101162	Parish Clerk – salary and expenses	925.48
2	101163	Finch Arboriculture Ltd – Invoice 556 pruning of Oak and Yew trees at St Barts Church	120.00
3	101164	RJC Gardening October 2021 RJC2022-Churchyard 3	75.00
4	101165	D. Salkeld Ltd – parish rooms window cleaning. Invoice 58	5.00
5	101166	LALC – Annual General Meeting attendance	33.00
6	101167	Shaw's Installation. Invoice 722. Main Hall heaters	1,222.00
7	101168	Remembrance Sunday wreath – Mr M Reddin	17.00
8	101169	Firestop Services – Invoice 6751031	178.62
9	101170	RJC Gardening 2021 RJC2022-Churchyard 4	30.00
		<b>Total</b>	<b>£2,606.10</b>

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

	Date		To	Amount (£)
1	22/11/21	Direct Debit	E.On Next	32.86
2	01/11/21	101161	Devlin Decorators Ltd	3,512.04
3	20/10/21	Direct Debit	E.ON Next	16.23
			<b>Total</b>	<b>£3,561.13</b>

P: GS; S: EC, All in favour

- c) **Community Account.** The changes to the bank mandate had been processed but Barclays Bank required further information. Cllr DW to action.
- d) **Budget Monitoring and Latest Receipts and Payments.** Noted
- e) **Budget for Financial Year 2022-2023.** The Proposed Budget prepared by the RFO was discussed but the Council decided to commit additional specific reserve towards Parish Rooms refurbishment. The Council therefore resolved to increase the precept by ten percent to fund required works to the ceiling and other associated costs. The RFO to amend budget as agreed. Precept requirement of £6,795 for the next financial year will be submitted to ELDC.

### 11/21-7 Community Amenities and Groups

- a) **St Barts Church Heritage Trust.** The free trees from the LCC Treescapes Fund will be delivered in January 2022. St Barts Heritage Trust had been informed. The Clerk to inform Finch Arboriculture Ltd to start works on the Elm Tree.

Initial/Signature

Date

Notes P: Proposed; S: Seconded, Vote

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- b) **St Mary's Church.** Cllr AM reported that the kitchen is now complete and the Service of Remembrance had been well attended. The DCC will consider how they can ensure church sustainability, discuss future plans for services and funding its parish share to the Diocese.
- c) **Eleemosynary Charity.** Cllr DW reported that due to the pandemic there will be no event in December. The Charity will provide refreshments in the Parish Rooms for the Queen's Platinum Jubilee Celebration. They are also organising a separate Open Gardens event.
- d) **Jubilee Committee** – The Committee is reconvening and will have its first meeting next week.

## 11/21-8 ELDC/LCC Services/Police

- a) **ELDC.**
  - i. Extra dog bin. The Council decided that there was no need for extra dog bins in the parish. Residents should take their dog litter home and place them in their domestic bins if the current bins are full.
- b) **LCC Highways.** Issues addressed and noted in the public forum session. All Highways issues should be reported to fixmystreet.

## 11/21-9 Planning Matters.

- 1. The Council noted the following updates.
  - a) **N/037/01064/20 Haiths Farm** has been **approved**.
  - b) **N/037/01908/21 Digs (Plant)** had application **rejected**.
- 2. New application considered
  - a) **N/037/02272/21 5 Barn Owl Cottages.** The Council did not have any objections.

## 11/21-10 Date of Next meeting – Thursday 27<sup>th</sup> January 2022, 7pm in the Parish Rooms.

Agenda items for consideration – Election to Eleemosynary Charity Trust

The meeting closed at 8:35pm.