

# COVENHAM PARISH COUNCIL

Minutes of the meeting held Thursday, 30 March 2023 at 7:05pm in the Parish Rooms

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There was no public attendance.

## Report from Outside Bodies.

### ELDC.

- a. **Parish Rooms Covenant.** Cllr Mossop reported that the Methodist Trustees Meeting held in Skegness agreed in principle to remove the covenant restriction on consumption and sale of alcohol in the Parish Rooms. The next stage will be for the Trustees Secretary to provide quotes for the legal and other associated costs for the lifting of the Covenant which the Parish Council is expected to pay for.
- b. **May 2023 Elections.** Cllr Mossop has submitted his nomination papers for district elections.

**LCC.** Cllr Alex Hall reported that LCC is working on drainage issues and fixing potholes in the county. He will help chase Anglian Water regarding the flooding issue along Grange Lane and progress the broken road sign at Birkett's Lane and the broken lamp post reported on fixmystreet.

### 03/23-1 Record of Members Present and Apologies

**Present:** Cllr Gillian Pollard (GP) (Chair), Cllr Ian Appleby (IA) (Vice-Chair), Cllr Angela Quinton (AQ) Cllr Anne McCready (AM) and Cllr Angela Aylett (AA)

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

**03/23-2 To receive any Declarations of Interest on any item on the agenda.** None received.

**03/23-3 Minutes from 26 January 2023.** It was resolved that the draft minutes were accurate and was duly signed by the Chair.

P: AQ; S: IA, All in favour

### 03/23-4 Council Matters

- a) **Chair's Remarks.** The Chair expressed her sadness at the resignation of Nicky Gulley Brown from the parish council due to other commitments. The Chair and on behalf of the parish council thanked Nicky for all her work and support.
- b) **Clerk's Report.** Noted. The Parish Clerk has not received the declaration of acceptance of office from Mr. S Maclean.
- c) **Communications Received.** Noted. It was resolved to request the Pride in East Lindsey team to clean the footpath on the main road at Covenham St Bartholomew from The Plough property towards south to Ings Lane at Covenham St Mary. Litter picking is also required at Covenham Reservoir car park and layby.
- d) **Parish Newsletter.** It was resolved not to publish a Spring edition as both CVV and the church are already sending out leaflets promoting the coronation events. The next edition will be discussed at future meetings. In the meantime, Cllr AA will advertise the parish council website on the noticeboards so that residents are informed of parish council matters.

P: AA; S: AM All in favour

### 03/23-5 Working Groups.

- a) **Personnel Panel.** The Council agreed the remit of the group as proposed. The Clerk will send the document to all councillors for their reference and will be added to the council documents on the website.

P: IA; S: AM All in favour

- b) **Parish Rooms Working Party (PRWP).** The Council agreed the remit of the group as circulated including a few amendments such as extending the membership to other residents as required. The Clerk will send the document to all councillors for their reference and will be added to the council documents on the website.

P: AQ; S: GP All in favour

- c) **Finance Working Group.** It was agreed to defer this until after the May elections.

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## 03/23-6 Parish Rooms

- a) **District and Parish Elections.** The use of the Parish Rooms for the elections has been agreed and the Council resolved to charge ELDC £250 and the full cost of a professional clean prior to the election date. Cllr AQ and IA have agreed to be the contact key holders.
- b) **Booking rates.** The Council resolved to increase the charge for community groups from £3 to £5 per hour and private hire will now be £8 per hour. Both rates will start 1 April until end September. Future rates will be discussed by the PRWP and for submission to the Parish Council for consideration.
- c) **Restrictive Covenants.** Update as reported by Cllr Mossop above.
- d) **Building valuation.** It was agreed to get a new valuation of the building for insurance purposes as recommended by the current insurance provider. It may also be relevant to any surveyor's report on the lifting of the covenant. Cllr AA will ask Masons and Brown & Co for quotes while Cllr IA will ask John Taylors.
- e) **Heating.** This has now been resolved and Cllr AA will print out a notice for all users on the use of the heating display.
- f) **Structural works.** Cllr IA presented two types of materials for the damp proofing of the walls and the Council agreed to use the product that had an extended guarantee. The Council agreed to make a specific reserved budget of £2,000 for the works. Cllr AQ will coordinate the works required.  
P: GP; S: AM, All in favour
- g) **Storage facility.** Replacement felt and nails have been sourced from Louth Building Supplies and Cllr IA will complete the works required. Invoice will be sent to the Parish Clerk in due course.
- h) **Furniture and other equipment.** It was agreed to keep a dozen plastic chairs for future use and offer the remaining chairs to St Barts Heritage Trust before they are disposed of.

Cllr Mossop left at 8pm.

## 03/23-7 Finance and Budgets

- a) **Payments.** The Council accepted payments for January 2023 detailed below.

	To	Amount (£)
1	Parish Clerk Salary and expenses	979.86
	<b>Total</b>	<b>979.86</b>

Receipts and Payments between meetings				
Date	To/From	Transaction	Amount (£)	Receipt (R)/ Payment (P)
16/01/2023	CWV Payment for Invoice 2023-18	BACS	52.50	R
16/01/2023	CWV Payment for Invoice 2023-19	BACS	69.00	R
03/02/2023	Dsalkeld - Invoice	BACS	10.00	P
06/03/2023	N Gulley Brown - reimbursement for curtains	BACS	250.00	P
21/03/2023	Anglian Water	DD	55.12	P
		<b>Total Receipts</b>	<b>121.50</b>	
		<b>Total Payments</b>	<b>315.12</b>	

P: IA; S: GP, All in favour

- b) **Latest Receipts and Payments Monitoring.** Noted
- c) **Barclays Bank.** The Parish Clerk had sent further documents to Barclays as requested to lift any restrictions on the accounts.

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## 03/23-8 Community Amenities and Groups

- a) **St Barts Church.** None received
- b) **St Mary's Church.** Cllr AM reported that
  - Events programme for the year is in place. The first event about Orion Constellation was an enjoyable evening with the weather amenable and allowed participants to go outside and view the celestial bodies. A Family Bingo on the 14 April followed by a Fashion Show which is a joint event with CVV on the 24 April. Phoenix Singers Concert is scheduled for 26 May.
  - The LED light are now in place which will hopefully reduce electricity costs. Faculty for repair works have not been received as yet but the Church Council is looking at grants availability for the works.
  - The AGM has been held and all officers except the current treasurer remain unchanged. The Treasurer has notified that she would be leaving office at the next AGM in March 2024.
- c) **Eleemosynary Charity.** No further news and it was agreed that it was not necessary to have this agenda item at every meeting. All reports will be done at the Annual Parish Meeting.
- d) **Covenham Village Volunteers (CVV).** Cllr AA has resigned from CVV but reported that a full calendar of events is scheduled including marking the coronation in May. Quarterly fund raising events are being planned.
- e) **Monthly Lunches.** Cllr GP reported that the monthly lunches continue to be well supported and has received very good comments. There were 23 people at the March lunch of soup and pudding and the average number of people that attend the monthly lunches is around 17.

## 03/23-8 ELDC/LCC Services

- a) **ELDC.** No further reports.
- b) **LCC.** None

## 03/23-10 Planning Matters

- a) No updates on any other applications
- b) **N/038/01634/22 Ashdown Cottage, CSM.** The Council resolved to object to this planning application on the following grounds: the layout of the building overshadows neighbouring properties which leads to loss of privacy.
- c) **Trees Removal with TPO, Southfield Farm, CSM.** The Council resolved not to object on the proviso that the ELDC Tree Officer is satisfied that all trees mentioned on the application are diseased and/or best removed. And that a replacement for each tree should be planted in the space if a tree is removed or destroyed. This should be of the same species and size within reason.

**03/23-11 Dates of Meetings for Financial Year 2023/24.** The Council agreed the schedule as below.

Date	Meeting	Time
25 May 23	Annual Parish Meeting (APM)	6pm
25 May 23	Annual Meeting of the Parish Council – Election of Chairman and Vice Chairman	7pm
27 July 23	Ordinary Parish Council Meeting	7pm
14 September 23	Ordinary Parish Council Meeting	7pm
30 November 23	Ordinary Parish Council Meeting – Budget Setting	7pm
25 January 24	Ordinary Parish Council Meeting	7pm
28 March 24	Ordinary Parish Council Meeting	7pm

The Clerk will publish the schedule on the parish website and CVV has agreed to advertise the schedule of meetings on their flyers.

The meeting closed at 9pm.