NOTES

Please be advised that these are notes of the meeting taken by the Clerk and cannot in any way be regarded as the official minutes of Council proceedings until they are approved and signed at the next meeting.

Hemingby Parish Council Meeting
Thursday 16th March 2017
Village Hall Hemingby at 7.30 pm

Present: Cllr D Rodwell (Chair), Cllr A Kemp, Cllr C Bryant, Cllr J Harrison and Cllr C Logan

In Attendance: Mrs. A. Bushell (Parish Clerk), 6 members of the public, C Knighton from LN9 Computing, District Cllr Andrews and County Cllr Aron

1. Chairman’s remarks
The Chairman made no remarks.

2. Apologies for absence and reasons given.
Apologies were received and reasons given were accepted from Cllr J Mac Innes. District Cllr Andrews and County Cllr Aron had informed the Clerk that they would be arriving late to the meeting.

3. Declaration of Member’s interests in accordance with the Localism Act 2011 and requests from members for a dispensation on any items on the agenda
Cllr Harrison declared a pecuniary interest in agenda item 4.
There were no other disclosable pecuniary interests declared in matters on the agenda, which had not already been declared to the Monitoring Officer at ELDC.

4. Update on the Horncastle Flood Alleviation scheme
A report from the Environment Agency was read out which stated that the work was due to be completed later in the spring. Although all the work was not yet complete the reservoirs were already in service. The Clerk was asked to contact the Environment Agency to arrange a site visit for members of the Parish Council and the community.

District Cllr Andrews arrived at 7.50pm.

5. Notes of the meeting held on 19th January to be approved as the minutes
It was proposed by Cllr Harrison, seconded by Cllr Bryant and unanimously RESOLVED to accept the notes as a true record of the meeting. The Chairman signed the minutes.

The following matters were reported on:

a) Community defibrillator: The defibrillator and cabinet had been installed in the phone kiosk and it all looked very smart which was all thanks to the generosity of a number of people in the village. There was a Facebook posting on LIVES to make people aware of the existence of the defibrillator which credited the work to the Parish Council. The Chairman had contacted LIVES to inform them that most of the funds to purchase the equipment were thanks to the fundraising at the Coach and Horse pub. The training by Simon Topham had been very useful. A coffee morning had been organised for 6th May to raise funds for LIVES.
b) Parish Councillor vacancy: An election had not been called to fill the vacancy so it could now be filled by co-option. An article would go in the next issue of the parish magazine to advertise for a new councillor.

County Cllr Aron arrived at 8.00pm.

7. To receive an update on the work carried out to Green Lane by LCC Highways
This matter was also discussed in the public forum (see notes on page 24).
LCC had been back to the village to make good the previous work that was carried out on Green Lane and to remove the health and safety hazard. The work done was a definite improvement and had made the area much safer. There was still some further work needed which they were intending to finish as soon as possible.

8. Reports from District, County Councillor and the Police
District Cllr Andrews reported that the ELDC Planning Policy Committee would be going through the consultation of the Local Plan next week to prepare it to go in front of full council for approval, the Committee would also laydown the 5 year review plan. ELDC had recently reviewed its parking policy and it would be introducing some free parking in Horncastle. Cllr Andrews apologised for missing the last few meetings.

District Cllr Andrews left the meeting at 8.02pm as he was feeling unwell.

County Cllr Aron reminded the meeting that after May, Hemingby would be in the Woodhall Spa and Wragby division so this would be County Cllr Aron’s last meeting as the village’s County Cllr. Cllr Aron asked the Parish Council to contact him in the next 6 weeks if there was anything that he could help it with. Cllr Aron reported that LCC had increased its part of the Council Tax by 3.95%. Cllr Aron asked about the flood alleviation scheme and was provided with an update, as well as being thanked for all his hard work and wished good luck in the forthcoming elections. Parish Councillors expressed disappointment that Hemingby wasn’t in the Horncastle division because the village was much closer to Horncastle than to Woodhall Spa or Wragby.

9. Reports from the Village Hall and Play Area Committees
Village Hall Committee: Cllr Kemp informed the meeting that there had been an absolutely fantastic folk music event in the hall at the beginning of February, and there was another folk night taking place the following month. He gave details of other events being held in the hall during April and May.
Play Area Committee: Cllr Bryant reported that the AGM would take place on 23rd April and the next fundraising event would be the fashion show on 24th April.

10. To receive an update and approve the changes required to the community website
The Chairman explained that the volunteer who looked after the website had been struggling for some time to update it because the format was very difficult to use so the Clerk had put the Chairman in touch with Craig Knighton from LN9 Computing who had met with the Chairman and Phae Bryant and put together a proposal to transfer the community website into a new format which was far more user friendly. He would also put together tutorials so that people from the different organisations in the village could update certain pages of the website themselves. LN9 Computing would transfer the hosting of the Hemingby.net website, transfer the Domain name and do all the work in transferring the information for a total of £110.00.
Mr Knighton explained the work that would be done to streamline the website, and he asked people to provide him with pictures and contents for the new website. A temporary site had been set up which still needed to be tweaked and councillors were provided with details of the temporary site so that they could visit it and take a look at what the new site would look like.

Mr Knighton explained the benefits of using Wordpress to host the website and he answered questions.

Mr Knighton was thanked for attending the meeting and it was commented that his services were remarkably good value.

It was proposed, seconded and unanimously RESOLVED that the Parish Council would use the services of LN9 Computing to transfer the hosting and domain name of the Hemingby.net website and transfer all the information to the new site for a total cost of £110.00.

11. To consider items of correspondence received since the last meeting
   a) The Council noted the following items of correspondence which had been received since the last meeting and were available to read on request:
      1. Clerks and Councils Direct magazine – March issue
      2. LALC News circulated by e-mail
   b) To resolve whether to enter the Best Kept Village 2017 competition at a cost of £18
      It was proposed, seconded and unanimously RESOLVED to not enter the Best Kept Village competition. The Clerk was asked to stop putting this item on the agenda each year.
   c) To decide whether the Parish Council will be represented at the East Lindsey Area Forum on Monday 20th March
      The Chairman explained the format of the forum and read out the agenda. Nobody was available to attend the forum on this occasion.

12. To appoint an internal auditor for Financial Year ending 31 March 2017
The Chairman explained that in order for the Parish Council to remain transparent it was unable to use the Internal Auditor that had been used for the past 2 years because he was related to a councillor. Another suitably qualified resident had offered to carry out the internal audit this year. It was proposed, seconded and unanimously RESOLVED to appoint Julian Fairchild as the Internal Auditor for financial year ending 31st March 2017.

13. Financial Matters
   a) To resolve to pay the Clerk’s wages for the period of 1st December 2016 to 31st March 2017
      It was proposed, seconded and unanimously RESOLVED to pay the Clerk’s wages of £293.26.
   b) To resolve to pay HM Revenue & Customs
      It was proposed, seconded and unanimously RESOLVED to pay HMRC the sum of £73.40 for PAYE
   c) To resolve to pay Page Paper the sum of £24.84 for stationery purchased
      It was proposed, seconded and unanimously RESOLVED to pay Page Paper £24.84
   d) To resolve to pay the Clerk the sum of £1.92 for expenses incurred
      It was proposed, seconded and unanimously RESOLVED to pay the Clerk’s expenses of £1.92.
   e) To resolve to pay LALC a total of £142.80 for annual subscription and training scheme fees for 2017/18 financial year
      It was proposed, seconded and unanimously RESOLVED to pay the 2017/18 subscription fees.
f) To receive a financial report and confirm which funds are to be earmarked
The Council received a financial report and was informed that there was no bank reconciliation to check because there had been no financial transactions since January’s Parish Council meeting. The Clerk ran through the financial report and answered questions. The Election Costs budget of £166.66 would be earmarked at the year-end in order to build a reserve to fund the cost of an election in 2019 if one was needed.

14. To review the Parish Council’s risk assessment
The Parish Council went through the risk assessment and made a change to the section dealing with the storage of documents. The Clerk answered questions about the storage of documents. It was proposed, seconded and unanimously RESOLVED to approve the risk assessment.

15. To confirm arrangements and agree the theme for the Annual Parish Meeting on 27th April
It was agreed that the candidates that were standing in the May County Council elections for the Woodhall Spa and Wragby division would be invited to attend the meeting and introduce themselves. The Police would also be invited to attend and the usual light refreshments would be organised.

16. Items for the next Agenda
The next meeting would be held on Thursday 18th May, the following items were suggested for this agenda:
- To appoint the Chairman and Vice Chairman
- To appoint representatives to Committees
- Flood alleviation scheme update
- To approve the asset register and year end accounts
- Insurance renewal

The Chairman declared the meeting closed at 8.38pm

Notes from the Public Forum (7.30pm – 7.45pm)

The annual auction of the herbages of parish lanes took place for 2017/18.

These lanes are let to bone fide parishioners to mow or graze at their discretion and entirely at their own risk for the period to April 1st 2018.

Cllr Doug Rodwell Chair of the Parish Council presided. Payments for the previous year were collected. The following bids were accepted: -

<table>
<thead>
<tr>
<th>Lane</th>
<th>Bidder</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Green Lane</td>
<td>Mr M Read</td>
<td>£90</td>
</tr>
<tr>
<td>Horncastle Lane</td>
<td>Mr M Read</td>
<td>£90</td>
</tr>
<tr>
<td>Fulletby and Crookes</td>
<td>Mr M Read</td>
<td>£45</td>
</tr>
</tbody>
</table>

Mr Morton was not in attendance so the Chairman agreed to contact him after the meeting to ask if he would bid for Horsemoor Lane again at the same rate as the previous year - £5.

- Michael Read explained what work had been done by LCC to put improve the work on Green Lane which was carried out in December. He commented that LCC had
done a decent job and eradicated the hazard, but he wasn’t sure if water would go down the new wider gullies because they were not at the correct angle.

- The meeting was informed that the Village Hall’s e-mail address had recently been receiving a lot of unusual/rubbish e-mails which was strange as previously only ones relevant to the Village Hall were received. The Parish Council Chairman introduced Craig Knighton from LN9 Computing to the meeting and he explained what could be causing this.

- One resident expressed opposition at the village being involved in the Best Kept Village competition.

- Another resident asked for parishioners to be reminded that anyone could report a leak to Anglian Water and it didn’t need to be the person who lived at the property adjacent to the leak.

- It was announced that the entrance to the sewer had been cleaned

- A landowner in the village informed the meeting that use of his private road was being abused. He had given permission for people to use it in the past, but due to a recent incident of a resident allowing their dogs to run all over the land late at night and scare the wildlife, he would be putting up ‘Private Land’ signs to stop people going on the land which would hopefully improve the situation, otherwise there would be no wildlife left. He commented that he was happy to let residents use his other private roads in the village.

- Another dog waste bin was requested at the other end of New End. It was explained that ELDC had stated that they would not add any further bins to their emptying route, so the Parish Council could purchase a bin, but it wouldn’t be emptied by ELDC.