

DRAFT **MINUTES OF THE MEETING OF WIGTOFT PARISH COUNCIL HELD ON 2nd March 2020.** **DRAFT**

Present: Cllr S Collingwood; Cllr S Baxter; Cllr G Wright; Cllr S Bringham; Cllr S Smith; Cllr B Leggott

Also Present: One member of the public

Public forum: A resident thanked the Parish Council for arranging for work to be undertaken on the footpath on Main Road. Cllr GW agreed to bring agenda item 15 forward so the resident could hear what had been agreed with Highways.

Chairman's remarks – Graeme Wright, Vice Chairman, chaired the meeting due to the absence of the Chairman.

140/19 Apologies for absence and reasons given

Cllr PC sent his apologies. It was resolved to accept his apology and reason for absence.

County Councillor M Brookes and Borough Councillor M Cooper sent their apologies.

141/19 To receive any declarations of interest in accordance with the Localism Act 2011.

None.

142/19 An update on the work required on the footpath on Main Road; an update on Green Lane.

This is agenda item 15. The Chairman moved the agenda item forward as the resident who had raised the issue was attending the meeting.

The clerk advised Council that County Councillor, M Brookes had arranged a site meeting with a highways officer, Cllr SC and himself. It was agreed at the meeting that the required work would be carried out and then Highways would liaise with Boston Borough Council to have the road and footpath swept.

The clerk advised Council that the highways report about Green Lane on their on line reporting system had been updated to read

"This fault will be assessed for the possibility of future permanent works and prioritised according to our Highways Asset Management Plan.

Our programme of works is available at <http://www.lincolnshire.gov.uk/highways-works-programmes> and is updated every Autumn. All requests are prioritised within the available annual budget so works may not appear on the next programme.

However, we will continue to monitor this location as part of our routine inspection schedule and issue temporary repairs, where necessary, in accordance with our response times for fault reports."

143/19 Police report

An e mail had been received from PCSO Neil Williams advising that there had been one reported crime since the last meeting which was an assault on Main Road Wigtoft on the 14.2.20. This is still under investigation.

144/19 Notes of the meeting held on 3.2.20 to be confirmed and signed as minutes.

It was resolved to accept the above notes. The notes were confirmed and signed as minutes by the Chairman.

145/19 Financial matters: Accounts for payment for February; budget figures and financial report

Date of invoice	Details of payment	Amount ex vat	Vat reclaimable	VAT not reclaimable	Overall total	How paid
15.2.20	Pay	383.20				BACS
15.2.20	HMRC	95.80				BACS
15.2.20	Clerk use of home as office	20.00				BACS
29.2.20	Payroll Services	18.00				BACS
5.2.20	Printer Ink	6.66	1.33			Debit card

28.2.20	Electricity for Xmas lights	100.00				
28.2.20	Sponsorship Xmas tree	10.00				
TOTAL		633.66	1.33		634.99	

RECEIPTS						
TOTAL		none				

Finance report - Outstanding holiday pay of £219 for 13.6 hours for the clerk will be paid with the February monthly payment as previously agreed.

It was resolved to agree the payment schedules and the up to date budget figures. **ACTION: Clerk to make payments and add budget to the website.**

146/19 Planning – none.

147/19 Correspondence received since the February 2020 meeting

LALC e news w/c 6.1.20 e mailed to Councillors 14.1.20

LALC e news w/c 20.1.20 e mailed to Councillors 22.1.20

LALC e news w/c 27.1.20 e mailed to Councillors 29.1.20

LALC e news w/c 17.2.20 e mailed to Councillors 22.2.20

E mail from Campaign for the Protection of Rural England (CPRE) Notification that the Lincolnshire Best Kept Village Competition 2020 will not be going ahead due to withdrawal of funding from South Kesteven District Council e mailed to Councillors 26.2.20

148/19 Councillor's reports

Cllr GW – has not had time to meet with a representative from the Church to inspect the Xmas lights. Will arrange as soon as possible.

149/19 Clerk's report

The broken road signs on Green Lane/Burtoft Lane South and Burtoft Lane North/A17 have been reported to Boston Borough Council. An update was requested on 24.2.20. No response has been received yet.

The pothole at the edge of the road by the entrance to the Village Hall car park has been reported. A reply has been received advising that no action will be taken at this point.

The mattress that was fly tipped at the junction of Golden Grove and Clover Lane has been reported.

Appleby Services have accepted the terms and conditions for the grass cutting in the playing field for the coming season. Will the contractor need keys?

The play equipment will be jet washed before the end of March.

The work on the trees in the playing field will be completed in March. Query re keys, as above.

It was established that the outgoing contractor, T A Blackamore, has one set of keys to the playing field and Cllr SC has a second set. ACTION: Clerk to advise new contractor to collect keys from Cllr SC.

150/19 To receive and review the February monthly play area inspection undertaken by Cllr GW and decide if the equipment needs repainting

Cllr PC had advised the clerk that the play equipment was looking in need of possible repainting. Cllr GW, after undertaking the monthly check, advised Council that he believed that it would be better to inspect the paintwork after the jet washing had been completed. His inspection showed that the rubber floor surface also needed jet washing to remove the moss. Cllr GW volunteered to undertake the March quarterly check. The clerk advised Council that the December quarterly inspection has not yet been received from Cllr PC. **ACTION: Clerk to contact T A Blackamore to request the jet washing including the rubber flooring. Clerk to send template for quarterly check to Cllr GW**

151/19 To decide whether to fund the purchase of a tree for the wildlife garden and to agree a maximum spend.

A resident had previously asked if she could plant a tree in the wildlife garden. Councillors were in favour of purchasing a tree for this purpose but questioned if the spend is viable and the right thing to do. It was resolved to find out the cost of purchasing a Maple tree and a plaque and to ascertain if this type of spend is within the remit of the Council. **ACTION: Clerk to obtain quotes for the tree and the plaque and to check if this type of spend is within the Council's remit. Agenda item next meeting.**

152/19 To complete the annual review of the Standing Orders of the Parish Council

The clerk had reviewed the standing orders and advised Council that there were no amendments required, It was resolved not to make any amendments to the standing orders.

153/19 To decide on any repairs or replacements needed for the Christmas Lights

See Chairman's comments. Agenda item for next meeting.

154/19 To discuss setting up a regular village litter pick

This item was raised during the Annual Parish Meeting. Bins cannot currently be ordered via Boston Borough Council as they are undertaking a full cleaning review. The review is due to be completed later this summer. It was suggested that the litter bin by the post box be moved to the lay by. Cllr GW volunteered to take a photo of the bin and send it to the clerk. This will ascertain whether the bin can be moved. Councillors suggested approaching Boston Borough Council to see if they can supply black bin bags, litter pickers, high viz jackets and gloves. **ACTION: Agenda item for next meeting to review any further actions needed. Clerk to contact Boston Borough Council.**

155/19 To complete the survey about Public Rights of Way

The survey was completed by Council. **ACTION: Clerk to submit the completed survey on line.**

Meeting closed at 19:45

The next meeting, which is the April meeting, has been brought forward one week to the 30.3.20 at 19:30.