

# Thursday 23 January 2014

Minutes of Meeting held on Thursday 23 January 2014 at Pointon Sports and Social Club at 7.30pm.

**Present:** Cllrs C. Lambert (Chairman), R Greenwood, J. Sharples, D. Wells, W. Gent, C. Green

**In Attendance:** Wendy Moore (Clerk), Members of the Public: 2

**1 The Chairman, Cllr. C Lambert welcomed everyone to the meeting and invited questions from the Public at 7.30pm.**

There were no issues from around the village brought to the meeting

***There being no questions or comments, the Chairman opened the meeting at 7.33pm.***

**2 Apologies for Absence**

Apologies from Cllr Wren (SKDC) and Cllr Wren received and accepted

**3 Declarations of Interest from Members**

Agenda Item 6a – Cllrs Wells

Agenda Item 6b – Cllrs Wells and Sharples

Agenda Item 9 – Cllrs Greenwood and Gent

Cllr Gent informed the Parish Council that he is now the Chair of Pointon Football Club

**4 Minutes of meetings**

Clerk's Notes of Meeting held 28 November 2013 **approved** as Minutes by members and signed by the Chairman

**5 Receive reports from outside bodies, the Parish Clerk and Councillors including:**

- a) Police – the PCSO was in attendance and left contact details for the Council. He reinforced that the telephone numbers 101 was non-emergency and 999 still applies for emergencies.  
With regard to the issue of parking on the High Street, it was noted that should any damage be caused to parked vehicles, this should be reported directly to the Police using the 101 number
- b) County – none received
- c) District - none received
- d) Parish - the Parish Clerk read out a letter from LCC regarding Library provision for Pointon
- e) Playing Field - Cllr Greenwood informed the Council that he had carried out the regular inspection of play equipment on the field. In addition Cllr Greenwood reported that there had been no football played recently due to the poor weather conditions
- e) Village Hall – Cllr Green reported that the cones outside the Village Hall were to prevent Lorries and other large vehicles parking and causing damage to the new tarmac.

**6 Planning**

- a) **S13/3460/FULL/PC1** – 38 West Road, Pointon – Change of mixed use dwelling and office to residential use – no objections raised
- b) **S13/3009/HSB** – 1 Forty Foot Cottage, Pointon Fen – 2 storey extension to rear of dwelling inc. Balcony – **Approved Conditionally 16 December 2013**

**7 Finance**

- a) The following bills for payment were **approved**:

W.E.Moore – Salary	£238.00	December 2013/January 2104
HMRC	£59.40	December 2013/January 2014
Emilie Hart	£20.00	Parish Matters December 2013/January 2014
Westgate Print	£157.50	Parish Matters October & December 2013

- b) The following receipts were **noted**:

Bank Interest	£0.26	December 2013
Bank Interest	£0.29	January 2014

c) **Financial Statement 20 January 2014**

The Council **received** the RFO's financial statement and made no amendments to the budget therein. The Council **Reviewed** and **Agreed** to make no amendments to this year's budget.

d) **Discuss and Agree** annual precept

Discussion took place and it was **agreed** that the precept should remain at the level discussed and agreed last year £5000. In addition, there would be a grant from SKDC of £376.00 (Localised Council Tax support scheme)

e) **Review** DRAFT budget (circulated) 2014/2015 and make any amendments

A DRAFT budget had been prepared by the Parish Clerk. This was discussed and agreed and would be presented and approved at the next meeting

**8 Update from Parish/Discussion regarding Parish Surgeries**

- a) High Street Parking – various – **Parish Council sent letter to SKDC/Cllr. Martin Hill/LCC Highways and awaiting response**
- b) Pathway between Pointon and Billingborough (Streetlights and overgrowth) – **Parish Clerk has reported again**
- c) Location of Trailer at Pethley Lane – Parish Clerk to seek advice from Highways
- d) The next Surgery will be held on Saturday 01 March 2014. **The Parish Clerk will send out a reminder email for Councillors. Future dates as follows:**
  - o **Saturday 12th April 2014**
  - o **Saturday 14th June 2014**
  - o **Saturday 16th August 2014**
  - o **Saturday 4th October 2014**

**9 Review of Groundsmans duties**

- a) Following review and discussion at previous meetings regarding regular maintenance works at the playing field, the agreement between Pointon Community Playing Field and Pointon & Sempringham Parish Council was signed.
- b) It was agreed that a review of works will be carried out by Cllr Lambert prior to the next meeting

**10 Play equipment inspection**

- a) Cllr Greenwood informed the Council that he had carried out the regular inspection of play equipment on the field.
- b) The ROSPA report for 2013 has been received and further discussion took place around the current condition and situation of the equipment. **Cllr Lambert has sourced cable ties for Cllr Greenwood who will tie on the top bar of the swings to deter birds from landing and fouling the swings.**
- c) Discussion took place around the repositioning and resurfacing of play equipment on the field. The Parish Clerk informed the Council that 50% funding up to £15,000 was available for play equipment from LCC and the next funding round closes in May 2014. This timescale would allow for community consultation and other planning taking place. It was agreed that this would be an Agenda item for the meeting in March to discuss in more detail. **This to be reviewed at the next Parish Council meeting in March 2014**

**11 Communication**

It was agreed that Parish Councillors would check emails regularly and that the **Clerk would add 'FOR ACTION'** in the title bar of e mails should they require action.

**12 Parish Matters**

Emilie Hart (editor) circulated draft copies of the February 2014 edition of the Parish Matters which was agreed. It was agreed that Agenda Items be printed in the Parish Matters.

Distribution agreed as:

Cllr. Green -	St. Gilberts/High Street/Queensway/Pinfold Lane/Pethley Lane and Village Hall
Cllr. Lambert -	West Road
Cllr. Wren -	Pointon Fen
Cllr. Greenwood -	Social Club
Cllr. Sharples -	Millthorpe/Sempringham
Cllr Gent -	Fen Road/Sports and Social Club

Cllr Wells – High Street

Future advertising from local businesses in Parish Matters is increasing bringing an income to the Parish Council  
Parish Councillors offered congratulations to Emilie for the design and layout. **It was agreed that the costs for advertising would remain at £25.00 per year.**

The Auctioneer who will be hiring the Village Hall will pay a charge of £30 for the year. **Parish Clerk to Invoice the Village Hall for this charge**

**13 Agree Dates of forthcoming Meetings**

**a) Next Parish Council Meeting:**

Thursday 27<sup>th</sup> March 2014 7.30pm. Pointon Sports and Social Club.

**b) Subsequent Parish Council Meetings schedule:**

**Agreed:** Every 4<sup>th</sup> Thursday of odd-numbered months, unless otherwise agreed by the Council.

**Next Parish Council meeting to be held at 7.30pm Thursday 27<sup>th</sup> March 2014**

*There being no other relevant business before the Council, the Chairman thanked everyone for their attendance and declared the meeting closed at 9.25pm.*

## Thursday 27 March 2014

Minutes of Meeting held on Thursday 27 March 2014 at Pointon Sports and Social Club at 7.30pm.

**Present:** Cllrs C. Lambert (Chairman), R Greenwood, J. Sharples, D. Wells, C. Green, M Wren

**In Attendance:** Wendy Moore (Clerk), Members of the Public: 0

### 14 The Chairman, Cllr. C Lambert welcomed everyone to the meeting and invited questions from the Public at 7.30pm.

There were no issues from around the village brought to the meeting

*There being no questions or comments, the Chairman opened the meeting at 7.30pm.*

### 15 Apologies for Absence

Apologies from Cllr W. Gent received and accepted

### 16 Declarations of Interest from Members

Agenda Item 6c – Cllrs D Wells

Agenda Item 6b – Cllrs J Sharples

Agenda Item 6c – Cllr C Lambert

Agenda Item 11 – Cllrs R Greenwood

### 17 Minutes of meetings

Clerk's Notes of Meeting held 23 January 2014 **approved** as Minutes by members and signed by the Chairman

### 18 Receive reports from outside bodies, the Parish Clerk and Councillors including:

- a) Police – With regard to the issue of parking on the High Street, it was noted that should any damage be caused to parked vehicles, this should be reported directly to the Police using the 101 number
- b) County – none received
- c) District - none received. **Parish Clerk agreed to make contact with the new Cllr for SKDC and invite to the next meeting**
- d) Parish - the Parish Clerk distributed information received from the Boundary Commission regarding the changes to the South Kesteven area. Full report can be found at: <http://consultation.lgbce.org.uk>
- e) Playing Field – Cllr Greenwood reported that repairs to goal mouth areas were needed and a request for support from the Parish had been received. A vote took place and the Parish Council were not in favour of supporting at this time.
- f) Village Hall – Cllr Green reported that the recent Auction which took place at the Hall had been a huge success and that in excess of 200 people had been in attendance.

### 19 Planning

- a) **S13/3460/FULL** – 38 West Road, Pointon – change of use – **approved conditionally**
- b) **S14/0059/FULL/PC1** – Cobthorne Farm, Millthorpe – proposed agricultural grain store – **comments submitted**
- c) **S14/0551/HSH/PC1** – 13a West Road, Pointon – erection of detached garage – **comments submitted**

### 20 Finance

- a) The following bills for payment were **approved**:

C Lambert	£29.04	Exps. – Cable ties
W.E.Moore – Salary	£244.90	February/March 2014
HMRC	£61.40	February/March 2014
Emilie Hart	£20.00	Parish Matters February/March 2014
DAC Beachcroft	£1297.90	VAT element of legal costs

- a) The following receipts were **noted**:

Bank Interest	£0.30	February 2014
Bank Interest	£0.26	March 2014

Pointon FC	£120.00	January 2014
Pointon FC	£120.00	February 2014
Pointon FC	£120.00	March 2014

b) **Financial Statement 23 March 2014**

The Council **received** the RFO's financial statement and made no amendments to the budget therein. The Council **Reviewed** and **Agreed** to make no amendments to this year's budget.

c) **Agree budget (circulated) 2014/2015** a draft budget had been prepared and presented to the January meeting by the Parish Clerk. Budget now agreed and approved

d) **Appointment of Internal Auditor** – it was agreed that the **Parish Clerk should make contact with Mrs Barbara Camps, Clerk to Pinchbeck Parish Council and ask if she were able to complete the Internal Audit as in previous years.**

21 **Update from Parish/Discussion regarding Parish Surgeries**

e) High Street Parking – various – Parish Council sent letter to SKDC/Cllr. Martin Hill/LCC Highways and response had been received informing that no action was currently being planned to remedy the situation

f) Pathway between Pointon and Billingborough (overgrowth) – **Parish Clerk to report again**

g) Location of Trailer at Pethley Lane – **Parish Clerk to seek further clarification and advice from Highways**

h) No 14 light on pathway between Pointon and **Billingborough – Parish Clerk agreed to report again**

i) The next Surgery will be held on Saturday 14 June 2014.

**The Parish Clerk will send out a reminder email for Councillors. Future dates as follows:**

- o **Saturday 14th June 2014**
- o **Saturday 16th August 2014**
- o **Saturday 4th October 2014**

22 **Request for funding**

The Parish Clerk reported that a letter had been received from Josh regarding funding for a Scout World Jamboree. The Parish Council felt that it was unable to support at this time. **Parish Clerk to advise**

23 **LALC Membership renewal**

Agreed

24 **Review of Groundsman Duties – Agreement**

a) Payment terms. An e mail had been received from the PCPF committee regarding payment terms. The request is for payment to be made in April each year. Following discussion it was agreed that the PCPF would invoice the Parish Clerk directly every two months to coincide with meetings. **Invoices to be submitted 01 May, July, September, November, and January.** All correspondence should be made through the Parish Clerk.

b) Clerk – representative from PCPF signed agreement for 2014/15

25 **Play equipment**

d) Cllr Greenwood informed the Council that he had carried out the regular inspection of play equipment on the field. Cllr Lambert has sourced cable ties for **Cllr Greenwood who will tie on the top bar of the swings to deter birds from landing and fouling the swings.**

e) Discussion took place around the repositioning and resurfacing of play equipment on the field. The Parish Clerk informed the Council that 50% funding up to £15,000 was available for play equipment from LCC and the next funding round closes in May 2014. This timescale would allow for community consultation and other planning taking place. It was agreed that Cllr Sharples would make contact with and arrange for cleaning of the equipment, and that a review could then take place regarding refurbishment. **Cllr Green agreed to make contact with B & Q regarding materials and paint**

26 **Parish Matters**

Emilie Hart (editor) circulated draft copies of the April 2014 edition of the Parish Matters which was agreed.

Distribution agreed as:

Cllr. Green - St. Gilberts/High Street/Queensway/Pinfold Lane/Pethley Lane and Village Hall

Cllr. Lambert -	West Road
Cllr. Wren -	Pointon Fen
Cllr. Greenwood -	Social Club
Cllr. Sharples -	Millthorpe/Sempringham
Cllr Gent -	Fen Road/Sports and Social Club
Cllr Wells –	High Street

## 27 Agree Dates of forthcoming Meetings

### c) **Next Parish Council Meeting:**

- **Annual Parish Meeting - Thursday 29 May 2014. Pointon Village Hall**

*LGA 1972 Sch. 12 p.14 (1) The Parish Meeting of a parish shall assemble annually on some day between 01 March and 01 June, both inclusive, in every year.*

- **Annual Parish Council Meeting – Thursday 29 May 2014. Pointon Village Hall**

*LGA 1972 Sch. 12 p.7 (2) The Annual Meeting of a Parish Council shall be held on such a day in May as the Parish Council may determine*

### d) Subsequent Parish Council Meetings schedule:

**Agreed:** Every 4<sup>th</sup> Thursday of odd-numbered months, unless otherwise agreed by the Council.

### The Parish Council went into closed session.

### Next Parish Council meeting to be held at 7.30pm Thursday 29 May 2014

*There being no other relevant business before the Council, the Chairman thanked everyone for their attendance and declared the meeting closed at 9.45pm.*

## Thursday 29 May 2014

Minutes of Annual Parish Council Meeting held on Thursday 29 May 2014 at Pointon Village Hall immediately following the Annual Parish Meeting.

**Present:** Cllrs C. Lambert (Chairman), R Greenwood, J. Sharples, D. Wells, C. Green, M Wren, W Gent

**In Attendance:** Wendy Moore (Clerk), Members of the Public: 1

### 28 Annual Appointments

- a) Elect Chairman of the Council  
Cllr Lambert was **proposed** by Cllr Green and **seconded** by Cllr Gent
- b) Receive Chairman's Declaration of Acceptance of Office  
**Received and signed**
- c) Receive Members Declarations of Acceptance of Office or determine when they shall be received  
No other elections held
- d) Elect Vice Chairman of the Council  
Cllr Green was **proposed** by Cllr Gent and **seconded** by Cllr Lambert

### 29 Apologies for Absence

None received

### 30 Receive declarations of interest in accordance with the Local Government Act 2000, and NALC Code of Conduct 2012, DPI forms

Cllr D Wells – Agenda Item 6a

### 31 Minutes of meetings

Clerks notes of Parish Council Meeting held 27 March 2014 – **approved** as Minutes

### 32 Receive reports from outside bodies, the Parish Clerk and Councillors including:

- a) Police – Constable Claire Wilson was in attendance and reported that there have been approx. 20 shed burglaries in the area recently (Billingborough, Horbling, Pointon) the Police are carrying out increased patrols in the area. Scrap metal collections in the area – it was noted that all collectors should now have proper identification. Please call the Police on the non emergency number should anyone have any concerns.  
There was a request for venues for the local Policing Panel meetings; Cllr Green offered the Village Hall as a venue
- b) County – none received
- c) District – Our new District Councillor Cllr Peter Mosely was in attendance, and offered his assistance in matters including overgrown hedges and planning. **Parish Clerk agreed to scan and send a recent letter regarding verge maintenance to Cllr Mosely.** Cllr Mosely asked if we had a Fire Warden in the Parish, Cllr Green explained that the Village Hall was a designated evacuation centre for the Parish and surrounding area
- d) Parish - **Cllr Green agreed to contact householders with regard to overgrown hedges encroaching on pathways**
- e) Playing Field – update given at Annual Parish Meeting
- f) Village Hall – update given at Annual Parish Meeting

### 33 Planning

**S14/1160/FULL/PC1** – 38 West Road, Pointon – Change of mixed use dwelling to office/residential - **comments submitted 17.05.14 (no objections)**

### 34 Finance 13/14 – Annual Return for the year ended 31 March 2014

- a) **Approve** the Statement of Accounts (distributed) - **Approved**
- b) **Receive** the Internal Auditor's Report – **Received**
- c) **Execute** a review of the effectiveness of the Internal Audit. - Mrs Joan Beard – Pointon Village Hall Committee, carried out the Internal Audit this year and many thanks go to her for this. Mrs Beard comments included the accuracy and clarity of Minutes and Agendas

d) **Execute** the Annual Governance Statement – **Executed and Signed by Cllr Lambert**

**35 Finance 2014/15**

a) The following bills for payment were **approved**:

Viking Direct	£52.15	Paper and Toner supplies
LALC	£154.54	Annual subscription 2014/2015 (agreed)
<b>Community Lincs Ins. Services</b>	<b>£465.24</b>	<b>* Item 8c. Insurance</b>
HMRC	£62.00	NI - April/May 2014
W E Moore	£248.38	Salary and exps April/May 2104
Emilie Hart	£20.00	Parish Matters May/June 2014
PCPF	£200.00	April and May 2014
Chandler Oil and Gas	£147.32	Mower fuel
DAC Beechcroft	£1358.17	Legal Costs

b) The following receipts were **noted**:

HM Revenue and Customs	£1337.41	Refund of VAT
Bank Interest	£0.28	April 2014
Bank Interest	£0.28	May 2014
Pointon FC	£120.00	April 2014
Pointon FC	£120.00	May 2014
Pointon Social Club	£50.00	Rent 2014/15
SKDC	£5000.00	Precept
SKDC	£376.00	Grant
Parish Matters Adverts	£75.00	Advertising (Wells, SCS, Aveland Pest Sol.)

b) Financial Statement **23 March 2014**

The Council **received** the RFO's financial statement and made no amendments to the budget therein.

The Council **Reviewed** and **Agreed** to make no amendments to this year's budget.

c) **Agree** Insurance Renewal due 1 June 2014

A quotation of **\*£465.24** has been received from Community Consultation Ltd./Zurich inclusive of £60,000 clubhouse building cover (but not contents). **Cllr Green agreed to make contact with Community Lincs regarding the inclusion of contents and buildings cover for the clubhouse, and obtain a revised quotation**

d) Financial Statement 26 May 2014

- **Receive** the RFO's financial report and financial projection for 2014/15 - **Received**
- **Agree** any amendments to this year's budget. - **Agreed**
- Following the recent and very successful cleaning of the play equipment it was agreed that this should be an annual occurrence. **Parish Clerk to add to the budget in future years**
- Review the budget. - **reviewed**

**36 Update from Parish/Discussion regarding Parish Surgeries**

- High Street Parking – no further developments
- Pathway between Pointon and Billingborough (Streetlight number 14 and overgrowth) – streetlight the responsibility of SKDC and is now in working order, the pathway, although still somewhat overgrown, has been cut – Parish Clerk to contact SKDC/LCC regarding tidying/widening of edges of pathway
- Cats eyes along High Street – Parish Clerk has contacted LCC Highways and they have said when they are carrying out works to these they will include High Street Pointon
- Location of Trailer at Pethley Lane. Restricted byway No.13 – Parish Clerk agreed to investigate further, there is now two brick pillars and a gate across the access
- Cllrs -surgeries alternate months at the Village Hall – next Surgery 14 June 2014 – Cllr Green and Greenwood agreed to attend

**The Parish Clerk will send out a reminder email for Councillors. Future dates as follows:**

- **Saturday 16th August 2014**
- **Saturday 4th October 2014**



**37 Annual Review of Parish Clerk**

The Parish Clerk has now been in post for three years. Cllr Green had undertaken an annual review of progress and developments. Following discussion it was agreed to award an incremental increase from SCP 17 to SCP 18 (w.e.f. 01 April 2014). In addition it was agreed that the Parish Clerks hours be increased from 17 per month to 20 per month (w.e.f. 01 June 2014)

**38 Play equipment**

- f) Cllr Greenwood informed the Council that he had carried out the regular inspection of play equipment on the field.
- g) Discussion took place around the condition of the Roundabout. **Cllr Warren and Cllr Greenwood agreed to discuss renovation with Mick Lingard. Cllr Green agreed to make contact with B & Q regarding materials and paint**

**39 Parish Matters**

Emilie Hart (editor) circulated draft copies of the June 2014 edition of the Parish Matters which was agreed. The Parish Council noted that Emilie will be going away to University in September, however she is hoping to be able to continue to edit the Parish Matters 'from a distance' however it is unlikely that she will be able to attend all meetings

Distribution agreed as:

Cllr. Green -	St. Gilberts/High Street/Queensway/Pinfold Lane/Pethley Lane and Village Hall
Cllr. Lambert -	West Road
Cllr. Wren -	Pointon Fen
Cllr. Greenwood -	Social Club
Cllr. Sharples -	Millthorpe/Sempringham
Cllr Gent -	Fen Road/Sports and Social Club
Cllr Wells -	High Street

**40 Agree Dates of forthcoming Meetings**

**Next Meeting: Thursday 24 July 2014. 7.30pm. Pointon Sports and Social Club.**

Subsequent Parish Council Meetings schedule:

**Agreed:** Every 4<sup>th</sup> Thursday of odd-numbered months, unless otherwise agreed by the Council.

**Next Parish Council meeting to be held at 7.30pm Thursday 24 July 2014**

*There being no other relevant business before the Council, the Chairman thanked everyone for their attendance and declared the meeting closed at 9.35pm.*

## Minutes of the Parish Council meeting held on Thursday 24<sup>th</sup> July 2014

### 1 The Chairman invited Questions from the Public prior to opening the meeting.

It was noted that the pathway between the High Street and Queensway, was again overgrown. **The Parish Clerk agreed to notify LCC Highways**

It was noted again that there seems to be 'Cats eyes' missing from along the High Street, **this matter has already been notified to LCC Highways** and they have said that they will rectify the problem when they are next carrying out works of a similar nature in the area

## Agenda

### 2 Receive apologies for absence and reasons given.

Apologies received from the following: Emilie Hart, Cllr Gent, Cllr Green, Cllr Wells – Apologies accepted

The Chairman stated that as the Council was not Quorate this evening, no decisions could be voted on or agreed. **All decisions to be carried forward until the next meeting in September.**

### 3 Receive declarations of interest in accordance with the Local Government Act 2000, and NALC Code of Conduct 2012, DPI forms

No declarations received

### 4 Minutes of meetings

Receive Clerk's Notes of Meeting held Thursday 29<sup>th</sup> May 2014 (*circulated*) to approve as the Minutes

Clerk's notes received, to be approved as minutes at the meeting in September

### 5 Receive reports from Outside Bodies, the Clerk and Councillors including any matters relating to:

Police – **none**

County – **none**

District – Discussion took place around the High Street property – Parish Clerk had been in contact with SKDC, Development and Planning and Building control. Cllr Mosely advised that there was to be a closed meeting on 29<sup>th</sup> July to which he is hoping to attend. Cllr Mosely advised that he has had conversations with Committee who are eager to come to resolution. SKDC favour the removal of property – it is likely that this will happen, however, there needs to be decision formally.

Apparently there has yet to be any contact from the owner. Demolishing is not something that SKDC usually do because of the cost of demolition. Cllr Mosely suggested that the Parish council try to generate community support in the form of signatures; these can be forwarded by Tuesday to Cllr Mosely. Once any decision is agreed by SKDC, then the issue is likely to move quickly. However the process needs to be legally correct.

**Parish Clerk to collect signatures on Saturday from the High Street, Cllr Lambert agreed to collect any opinions from the Old Ship and Cllr Greenwood from the Sports and Social Club**

Parish – nothing to report

Playing Field – roundabout has now been repaired – there has been no news regarding the donation of paint – **Cllr Greenwood to add the cable ties after painting the bar above the swings yellow.** Lines to be painted within next couple of weeks. The areas around goals have been reseeded but may well wear again in poorer weather

Village Hall – nothing to report

## **6 Planning**

S14/1160/FULL 38 West Road, Pointon – Change of mixed use dwelling to office/residential – **Approved Conditionally**

## **7 Finance**

Approve the following bills for payment:

Westgate Print	£157.50	Printing of PM January & April 2014
Community Lincs	£306.50	Parish Council Annual Insurance
Mike Lingard	£75.00	Repairs to Roundabout
W.E.Moore – Salary	£311.04	June/July 2014
HMRC	£77.80	June/July 2014
Emilie Hart	£20.00	Parish Matters June/July 2014
PCPF	£200.00	Field Maintenance June/July 2014

Cheques signed – approval at next meeting

Note the following receipts:

Bank Interest	£0.30	June 2014
Bank Interest	£0.26	July 2014
Pointon FC	£120.00	June 2014

**Parish Clerk to check the statement regarding the payment from Pointon FC for July as at the time of the meeting, no payment had been received.**

Financial Statement

Received

**Receive** the RFO's financial report and financial projection for 2014/15

Received

**Agree** any amendments to this year's budget.

No amendments

**Review** the budget.

Reviewed

## **8 Update on issues reported from around the Parish at Parish Surgery and from Parishioners**

Fen Road – Condition of Garden – it was noted that a complaint had been received relating to the garden and recent fence repairs. Cllr Lambert noted that it was apparent that there was a good wildlife mix. Not weeds. It was appreciated that whilst the garden may perhaps look untidy, the Parish Council are unable to take any action.

House on High Street – already discussed

Travellers on Sempringham Fen – now gone. Cllr Mosely advised that SKDC/LCC have procedures for the moving on of travellers. It is a District responsibility for moving and clearing up afterwards.

Location of Trailer at Pethley Lane – update – email has now been received from LCC. They will deal with the situation but this may take some time. Any future enquiries to be directed to LCC to resolve.

Cllrs -surgeries alternate months at the Village Hall – next Surgery 16<sup>th</sup> August 2014

**9 RoSPA Inspection of Play Equipment**

The Parish Clerk has now received notification of the inspection date; **Cllr Greenwood to ensure temporary goals are safe and investigate methods of fixing.**

**10 Play equipment**

Cllr Greenwood – regular review of condition of Play equipment – all in order

**11 Parish Matters**

Emilie Hart – **Emilie will email a copy of the newsletter to County and District Councillors for information.**

**12 Agree dates of Meetings**

Next Meeting:

**Thursday 25<sup>th</sup> September 2014. 7.30pm. Pointon Sports and Social Club.**

Subsequent Meetings schedule:

**Every 4<sup>th</sup> Thursday of odd-numbered months, unless otherwise agreed by the Council**

Meeting closed at 8.58pm

## Thursday 25<sup>th</sup> September 2014

Minutes of Meeting held on Thursday 25<sup>th</sup> September 2014 at Pointon Sports and Social Club at 7.30pm.

*Present:* Cllrs C. Lambert (Chairman), R Greenwood, J. Sharples, D. Wells, C. Green, W.Gent

*In Attendance:* Wendy Moore (Clerk), Members of the Public: 0

### 41 The Chairman, Cllr. C Lambert welcomed everyone to the meeting and invited questions from the Public at 7.30pm.

There were no issues from around the village brought to the meeting

*There being no questions or comments, the Chairman opened the meeting at 7.30pm.*

### 42 Apologies for Absence

Apologies from Cllr M. Wren received and accepted  
Apologies received from Cllr P. Mosely (SKDC) received  
Apologies received from Emilie Hart

### 43 Declarations of Interest from Members

Agenda Item 8 – Cllr. R Greenwood, Cllr W Gent  
Agenda Item 15 – Cllr Greenwood

### 44 Minutes of meetings

Clerk's Notes of Meeting held 29<sup>th</sup> May 2014 **approved** as Minutes by members and signed by the Chairman  
Clerks Notes of Meeting held on 24<sup>th</sup> July 2014 **approved** as Minutes by members and signed by the Chairman

PCSO Sandra Brommall arrived at the meeting 7.50pm

### 45 Receive reports from outside bodies, the Parish Clerk and Councillors including:

- a) Police – PCSO Sandra Brommall reported that there had been a number of crimes in the Parish which were apparently unrelated. Police are patrolling on a regular basis throughout the dark hours. It was agreed that the Police would continue to use the area in front of the Village Hall for their Speedwatch monitoring. It was agreed to include a short piece in Parish Matters encouraging people to secure sheds. Speed signage would be discussed as an Agenda item later in the meeting but it was acknowledged that the parking on the High Street did act as somewhat of a speed calming measure
- b) County – none received – see later point
- c) District - none received.
- d) Parish - none
- e) Playing Field – Cllr Greenwood would report later in the meeting
- f) Village Hall – Cllr Green reported that all was well at the Village Hall with the continued success of the Auction

### 46 Planning

**Update on the Property at 3 High Street, Pointon.** Parish Clerk had spoken with the Enforcement Officer at SKDC and had been notified that a meeting took place in July regarding the demolition of the property and whilst the Council have allowed officers to serve an injunction at that meeting they were also encouraged to keep a dialogue open with the owner of the property who has said that he will submit a Schedule of Demolition to the Council within 2 weeks of today's date.

PCSO Sandra Brommall left the meeting at 8.10pm.

### Cllr Martin Hill arrived at the meeting 8.20pm and gave a report from the County Council

Cllr Hill discussed the recent information which had been circulated regarding the Community Speed Watch initiative and agreed to co-ordinate a joint approach from more than one Parish should this be agreed. Cllr Hill mentioned that he had recently been concerned with the speed of several farm vehicles and that he had discussed this with the NFU.

**Cllr Martin Hill left the meeting at 8.35pm**

**47 Finance**

a) Annual External Audit 2013/14 – Report and Comments

The Parish Clerk reported that the Annual Audit had now been received back from the Auditors. A Notice has been on display in the Parish Noticeboard for the required time inviting parishioners to view the accounts before final closure. Comments received from the Audit were discussed and agreed

b) The following bills for payment were **approved**:

Westgate Print	£157.50	Printing of PM January & April 2014
Community Lincs	£306.50	Parish Council Annual Insurance
Mike Lingard	£75.00	Repairs to Roundabout
W.E.Moore – Salary	£311.04	June/July 2014
HMRC	£77.80	June/July 2014
Emilie Hart	£20.00	Parish Matters June/July 2014
PCPF	£200.00	Field Maintenance June/July 2014
W.E.Moore – Salary	£288.36	Aug/Sept 2014
HMRC	£72.00	Aug/Sept 2014
Cleancare Ltd	£200.00	Play equip cleaning
Playsafety Ltd	£85.20	Annual Inspection
Emilie Hart	£20.00	Parish Matters Aug/Sept 2014
PCPF	£200.00	Field Maintenance Aug/Sept 2014
Grant Thornton	£30.00	Audit costs

c) The following receipts were **noted**:

Bank Interest	£0.30	June 2014
Bank Interest	£0.26	July 2014
Pointon FC	£120.00	June 2014
HMRC (VAT refund)	£1,399.65	August 2014
Bank Interest	£0.27	August 2014
Bank Interest	£0.31	September 2014

Financial Statement **received** and **approved**

The Council **received** the RFO's financial report and made no amendments to the budget therein.

The Council **Reviewed** and **Agreed** to make no amendments to this year's budget.

**48 Pointon Firework Display**

Cllr Greenwood had submitted a request from the Sports and Social club for a financial contribution towards the annual firework display on 5<sup>th</sup> November

**Cllrs Greenwood and Gent left the meeting whilst due consideration took place.**

The remaining Parish Councillors discussed the application for support and agreed that this was not appropriate for public money. It was agreed that no donation could take place in this case.

**Cllrs Greenwood and Gent returned to the meeting.**

- 49 **Openness of Local Government Bodies Regulations 2014 – Review and amendments to Standing Orders**  
The Parish Clerk reported that Parliament approved the draft **Openness of Local Government Bodies Regulations 2014** in July 2014. **The regulations came into force on 6<sup>th</sup> August 2014 and 'give the public new rights to film and report Council Meetings, including meetings of committees and sub committees, using digital and social media, and to transmit any recordings widely, adding their own commentary if required, including on the internet'**  
**The Parish Clerk agreed to review the current Standing Orders to ensure these reflect the recent change in regulations, these to be circulated prior to the next meeting.**

50 **Update on issues reported from around the Parish, at Parish Surgeries and from Parishioners**

- Location of Trailer at Pethley Lane - the issue has been discussed with and reported to LCC Highways who are aware and will take action. However this is not a priority as the Trailer has been moved to allow access. Further correspondence from Parishioners to take place directly with LCC Highways as required
- Repair of Main Road at Millthorpe- **Parish Clerk to report to LCC Highways**
- Maintenance of footpaths at Millthorpe – **Parish Clerk to report to LCC Highways**
- Restricted byways and bridle paths in the Parish – it was accepted that as we reside within a predominantly rural parish, some acceptance of straw, mud and crops on footpaths should be acceptable. The law requires that footpaths are cleared ... Within 10 days of harvest. However this does not apply to grassland.
- Pathway between Queensway and High Street – the Parish Clerk and Councillors have noted that the pathway is now clear with the exception of some growth of conifer trees adjacent to the allotments at the top end of the pathway. **The Parish Clerk agreed to make contact with SKDC regarding this issue**
- Footpath West Road – the Council agreed to once again **publish a notice in Parish Matters** regarding individuals being responsible for ensuring their plant do not impede the right of way on footpaths.
- Hedge in Millthorpe – **as above**

**Parish Surgeries – the next Parish Surgery is to be held on Saturday 4<sup>th</sup> October with a further surgery being held at the end of October.**

51 **RoSPA Inspection of Play Equipment**

The following actions were agreed:

- Roundabout – more bark to be supplied to reinstate the required depth. Cllr Greenwood continues to rake at regular intervals to ensure the surface is even
- The small portable goals are to be **destroyed by Cllrs Greenwood and Gent** to prevent further use
- Swings – these will be painted at a 'Springtime Parish Working Day' in March/April 2015.
- Shrinkage to surfaces – **Cllr Greenwood will infill with Bark**
- Swings – **Cllr Wells and Greenwood will repair/replace the missing bar**

Cllr Greenwood reported that the streetlight at the bride was out – **Parish Clerk agreed to report**

52 **Bourne and Billingborough Policing Panel meeting**

Notes from the most recent meeting were circulated and contents noted. **Cllr Greenwood would attend the next meeting in Dyke on 27<sup>th</sup> October and report back to the Council**

53 **Community Speedwatch Scheme**

Following earlier discussion and information circulated prior to the meeting, it was decided that further investigation was to take place regarding the cost implications of installing any kind of speed monitoring equipment. The item to be discussed at the next meeting in November. **Cllr Green agreed to investigate costs of equipment and bring to the meeting**

54 **Review of Pointon FC Annual Fees 2014/15**

Following discussion it was agreed that the fees payable would remain at £1200 for the 14/15 season. **The Parish Clerk to notify the Football Club.** Payments should be made in ten, monthly payments of £120 starting 01 October 2014.

It was agreed that from this date the use of metal pegs would be banned from the playing field. Plastic Pegs only to be used. The use of metal pegs can potentially cause damage to the cutting equipment and any such costs for repair will be charged.

**55 Regular review of Play equipment**

Cllr Greenwood informed the Council that he had carried out the regular inspection of play equipment on the field.

**56 Adoption of Telephone Kiosk – installation of defibrillator**

Letter had been received from SKDC regarding a request from the Community Heartbeat Trust requesting installation of a Defibrillator in the existing Telephone box. Following discussion the **Parish Clerk agreed to investigate further and correspond with the Councillors as the decision will need to be made before 01 November 2014.**

**57 Parish Matters**

Draft copies of the October 2014 edition of the Parish Matters were circulated and were agreed.

Distribution agreed as:

Cllr. Green -	St. Gilberts/High Street/Queensway/Pinfold Lane/Pethley Lane and Village Hall
Cllr. Lambert -	West Road
Cllr. Wren -	Pointon Fen
Cllr. Greenwood -	Social Club
Cllr. Sharples -	Millthorpe/Sempringham
Cllr Gent -	Fen Road/Sports and Social Club
Cllr Wells –	High Street

**58 Agree Dates of forthcoming Meetings**

**e) Next Parish Council Meeting: Thursday 27<sup>th</sup> November 2014**

Subsequent Parish Council Meetings schedule:

**Agreed:** Every 4<sup>th</sup> Thursday of odd-numbered months, unless otherwise agreed by the Council.

*There being no other relevant business before the Council, the Chairman thanked everyone for their attendance and declared the meeting closed at 10.12pm.*



## Thursday 27<sup>th</sup> November 2014

Minutes of Meeting held on Thursday 27<sup>th</sup> November 2014 at Pointon Sports and Social Club at 7.30pm.

*Present:* Cllrs C. Lambert (Chairman), R Greenwood, J. Sharples, D. Wells, C. Green, W.Gent, M. Wren

*In Attendance:* Wendy Moore (Clerk), Members of the Public: 0

59 **The Chairman, Cllr. C Lambert welcomed everyone to the meeting and invited questions from the Public at 7.30pm.**

There were no issues from around the village brought to the meeting

*There being no questions or comments, the Chairman opened the meeting at 7.30pm.*

60 **Apologies for Absence**

Apologies received from Emilie Hart

61 **Declarations of Interest from Members**

Cllr Green for Item 9

62 **Minutes of meetings**

Clerk's Notes of Meeting held 25<sup>th</sup> September 2014 approved as Minutes

**PCSO arrived at the meeting 7.37pm**

**Cllr Martin Hill arrived at the meeting 7.40pm**

63 **Receive reports from outside bodies, the Parish Clerk and Councillors including:**

Police – The PCSO reported that our area continues to be considered a low crime area with four reported crimes in the area during September.

Free property marking is available by contacting the team on 101 – this is mostly for cycles and other pieces of equipment

- a) County – Cllr Hill reported back from a recent meeting with a Parishioner regarding issues raised – detailed later in these notes. Cllr Hill confirmed that the issues had previously been addressed by the Parish Clerk and raised with the appropriate authority, but was able to give assistance to prioritise solutions.  
Cllr Hill noted in addition to the above points that the footpath needs widening between Pointon and Billingborough. Cllr Hill reported that the County Council were currently facing cuts of £90million. Cllr Hill also stated that there would unfortunately be a small cut in the budget for PCSO services, but there is more money available from Central Govt for Highways maintenance.
- b) District – Cllr Mosely updated the Council on developments regarding the property at No.3 High Street. SKDC held a 'closed' meeting at which it was reported that the owner of the property had yet to liaise with the Council, and that enforcement is ongoing. Cllr Mosely assured the Parish Council that the District Council were continuing to monitor the situation and that he would invite an Enforcement Officer to the next meeting to give an update. Cllr Mosely understood the frustrations of the Parish Council as this issue has been long standing.
- c) Parish - correspondence relieved from SKDC regarding the provision of sand and bags for use if flash flooding occurs. After due consideration and discussion it was decided not to take advantage of this offer at this time
- d) Playing Field – Cllr Greenwood reported that 2 football matches had recently been cancelled due to poor condition of the pitches, however that they were now improved, and with not so many matches being held in December this situation will improve.  
Cllr Greenwood would like to thank Cllr martin Hill for grant of £50 towards the Community Firework Display held in November from the Big Society Fund.

Cllr Gent reported that it had been indicated that the FA could take on some land past the trees at the field. In addition the Football Club have been offered shower facilities in a Cabin on the field.

Following discussion and consideration regarding these issues it was agreed that **Cllr Gent would bring more information to the next meeting – Agenda item.**

- e) Village Hall – Cllr Green reported that all was well at the Village Hall with the continued success of the Auction

**PCSO left the meeting at 8pm.**

**Cllr Martin Hill left the meeting at 8.25pm.**

- 64 **Planning** – no notices received

- 65 **Finance**

The following bills were **approved** for payment:

W.E.Moore – Salary	£291.43	October/November 2014
HMRC	£73.00	October/November 2014
Emilie Hart	£20.00	Parish Matters October/November 2014
PCPF	£200.00	Field Maintenance October/November 2014
SJR Contractors	£132.00	Play bark

The following receipts were noted:

Bank Interest	£0.28	October 2014
Bank Interest	£0.30	November 2014

Financial Statement **received** and **approved**

The Council **received** the RFO's financial report and made no amendments to the budget therein.

The Council **Reviewed** and **Agreed** to make no amendments to this year's budget.

#### **Discuss and Agree 2015/16 Precept**

The Parish Clerk reported that correspondence had been received from SKDC regarding the 2015/16 Precept.

Following discussion and consideration it was **Agreed** that the Precept should remain at the same level as the previous year – that being £5000

**Parish Clerk to advise SKDC by 24<sup>th</sup> January 2015**

Thanks were expressed to Cllr Sharples for the delivery of Bark to replenish the surround to the roundabout.

- 66 **Openness of Local Government Bodies Regulations 2014 – Review and amendments to Standing Orders**

The Parish Clerk reported that Parliament approved the draft Openness of Local Government Bodies Regulations 2014 in July 2014. *The regulations came into force on 6<sup>th</sup> August 2014 and 'give the public new rights to film and report Council Meetings, including meetings of committees and sub committees, using digital and social media, and to transmit any recordings widely, adding their own commentary if required, including on the internet'*

The Parish Clerk has amended the current Standing Orders at Items 5 and 14, to ensure these reflect the recent change in regulations, these were circulated prior to the meeting and the changes **Adopted and Agreed**

- 67 **Request for financial contribution received from Village Hall**

Cllr Green reported that correspondence had been received from Dr Spoor (Treasurer) of the Village Hall requesting a contribution to works to install a barred gate at the side of the building to prevent unauthorised access.

**Cllr Green left the meeting whilst discussion and consideration took place.**

After discussion and consideration it was **Agreed** that a donation of £100 would be given to the Village Hall

#### **Cllr Green rejoined the meeting**

Cllr Green thanked the Parish Council on behalf of the Village Hall Committee

#### **68 Update on issues reported from around the Parish, at Parish Surgeries and from Parishioners**

The following issues remain outstanding despite reporting to the relevant bodies by the Parish Clerk (see Item 5a) Cllr Hill has visited a Parishioner who had expressed his concern regarding these matters and a site visit has taken place with Highways Officer from LCC

- Location of Trailer at Pethley Lane – Cllr Hill acknowledged that this issue had been ongoing for some considerable time despite reporting on a number of occasions by the Parish. Cllr Hill reported that legal proceedings would be instigated for removal of the gate by LCC but also warned that this will be a lengthy process
- Repair of large pothole and Main Rd, Millthorpe – Cllr reported that action would be taken to repair this pothole; Cllr Hill stated this would not be a priority but work will be done
- Restricted Byways and Bridle Paths in the Parish
- Positioning of Grit Bin – Millthorpe – Cllr Hill had visited the site with Highways Officer and had agreed that the Grit Bin is situated in the correct place as the B1177 is gritted and there would be sufficient travel of the grit. No further action to be taken at this time
- Speed limit between Pointon and Millthorpe – this request has been considered by LCC and no further action to be taken at this time
- Cats eyes along High Street, Pointon – reported to Highways Officer for action
- Aslackby Fen – item now resolved Cllr has visited and a good job has been done
- Roadway to Sempringham Abbey – resurfacing has now been completed to a high standard
- Resurfacing of Pinfold Lane – longstanding discussion regarding why this took place – Cllr Hill reported that this is a County Maintained Highway and as such resurfacing was required
- Turning area at Fen Road/Sports Social Club – Highways Officer to schedule repair of this area

A Parishioner had requested additional information under the FOI Act regarding these issues and how/when they were reported to the relevant bodies. Parish Clerk has compiled the information and Cllr Green to hand deliver on Saturday 29<sup>th</sup> November within the timescales required.

Cllrs -Surgeries alternate months at the Village Hall – next Surgery **Cllr Green to advise of available dates in February 2015**

#### **69 Bourne and Billingborough Neighbourhood Policing Panel**

Cllr Greenwood attended the meeting the most recent meeting in Bourne

#### **70 Speeding/Community Speed watch scheme**

Update – **Cllr Green reported that she would bring additional information to the next meeting – Agenda Item**

Speed signs – Parish Clerk reported that whilst driving through the County recently, stickers attached to Wheelie Bins had been noticed and could be seen as a deterrent to speeding. Parish Clerk had checked with Lincs Road Safety Partnership and there were no objections to this as long as the signs did not cover the logos of SKDC. **Parish Clerk to further investigate costs of small numbers of these signs as a trial**

#### **71 Play equipment/ROSPA report actions**

Cllr Greenwood reported his regular review of condition of Play equipment /RoSPA inspection actions

- Roundabout bark – new bark has been purchased and laid
- Small portable goals - **weights would be obtained to secure**
- Painting of Swings – would take place at a community painting day in Spring 2015

- Swings – missing bar – **Cllr Greenwood to investigate repair with Cllr Wells**

**72 Adoption of telephone kiosk – installation of a defibrillator**

Update received from Cllr Green – following discussion and consideration it was felt that the Village Hall would be a more central place for the placing of a Defibrillator. **Cllr Green agreed to provide a further update at the next meeting. Agenda Item**

**73 Parish Matters**

December 2014 Parish magazine reviewed and **Agreed**

**74 Parish Council meetings:**

Agree dates of Meetings:

Next Meeting: **Thursday. 22<sup>nd</sup> January 2015 7.30pm. Pointon Sports and Social Club.**

Subsequent Meetings schedule: **Every 4<sup>th</sup> Thursday of odd-numbered months, unless otherwise agreed by the Council**

*There being no other relevant business before the Council, the Chairman thanked everyone for their attendance and declared the meeting closed at 10pm*

## Thursday 22<sup>nd</sup> January 2015

Minutes of Meeting held on Thursday 22<sup>nd</sup> January 2015 at Pointon Sports and Social Club at 7.30pm.

**Present:** Cllrs C. Lambert (Chairman), R Greenwood, J. Sharples, D. Wells, , W.Gent, M. Wren

**In Attendance:** Wendy Moore (Clerk), Members of the Public: 1, Cllr P Mosely (SKDC)

### 75 The Chairman, Cllr. C Lambert welcomed everyone to the meeting and invited questions from the Public at 7.30pm.

There were no issues from around the village brought to the meeting

***There being no questions or comments, the Chairman opened the meeting at 7.30pm.***

### 76 Apologies for Absence

Apologies received from Cllr Green – accepted

Apologies received from Emilie Hart

### 77 Declarations of Interest from Members

none

### 78 Minutes of meetings

Clerk's Notes of Meeting held 27<sup>th</sup> November 2014 approved as Minutes

### 79 Receive reports from outside bodies, the Parish Clerk and Councillors including:

Police – none

County – none

District –

Cllr Mosely raised the subject of the SKDC Local Plan consultation – this Local Plan will be replacing the Local Development Framework and the consultation is due to start in February. The Plan will allow for Parish Councils to have a greater say in local development. The Local Plan, once implemented will be active until 2036 and Cllr Mosely stressed the importance of Parish Council involvement at this stage. There will be three Forums for discussion in February.

Cllr Mosely updated the Council on developments regarding the property at No.3 High Street. It was reported that the owner of the property had yet to liaise with the Council, and that enforcement is ongoing. Cllr Mosely assured the Parish Council that the District Council were continuing to monitor the situation and that an Enforcement Officer would be attending the next meeting in March to give an update. Cllr Mosely understood the frustrations of the Parish Council as this issue has been long standing. Cllr Mosely stated that if any Parishioner had any questions they were able to contact him directly. Parish Councillors stressed that the situation had been on going now for many years and that they felt that the District Council had not been strict enough from the onset

Parish - Parish Clerk reported the possibility of the PC obtaining a Grant from LCC of £500. The grant is available for community activity and the Parish would need to conduct a Community Asset Mapping exercise to be eligible.

Following discussion it was agreed that the Clerk would carry out the Mapping with input from Councillors, and that the grant would pay for equipment and materials for the Community Painting Day to be held in the spring. Proposed by Cllr Gent, Seconded by Cllr Sharples

Playing Field – Cllr Greenwood requested that Oil be ordered for the mower – **Parish Clerk to action**. Cllr Greenwood also reported that the trees would need some attention due to the damage caused by the recent snow fall, and that the **PCPF would issue an invoice** to the Parish Council for these additional works

Cllr Greenwood reported that later in the year it is proposed that the dug outs at the far side of the field be reinstated. Following discussion it was agreed that **plans would be submitted to the Parish Council for consideration** nearer the time

- a) Village Hall – none

## 80 Planning

- South Kesteven Local Plan – Forums February 2015

Parish Clerk reported that recent correspondence had been received from SKDC regarding the Local Plan consultation (mentioned earlier by Cllr Mosely) It was agreed that Cllr Gent and Cllr Greenwood would attend on 4<sup>th</sup> February and that Cllr Greenwood and Parish Clerk would attend on 10<sup>th</sup> February. **Parish Clerk to make bookings**  
**Parish Clerk Agreed to email all Parish Councillors the Plain English Guide to the Planning System received.**

- **S14/3589/HSH/PC1**                      **Blackhouse Farm, Millthorpe Drove. NG34 0LE** Demolition of existing extensions and erection of 1.5 storey extension and single storey extension to dwelling.

Following due consideration and discussion there were no objections raised. **Parish Clerk to advise SKDC**

## 81 Finance

The following bills were **approved** for payment:

W.E.Moore – Salary	£288.36	December 2014/January 2015
HMRC	£72.00	December 2014/January 2015
Emilie Hart	£20.00	Parish Matters December 2014/January 2015
PCPF	£200.00	Field Maintenance December 2014/January 2015
Westgate Print	£348.25	Parish Matters Printing (June/Aug/Oct/Dec 2014)

The following receipts were noted:

Bank Interest	£0.27	December 2014
Bank Interest	£0.29	January 2015

Financial Statement **received** and **approved**

The Council **received** the RFO's financial report and made no amendments to the budget therein.

The Council **Reviewed** and **Agreed** to make no amendments to this year's budget.

It was agreed that the Parish Clerk would cancel a misplaced cheque to the PCPF and reissue.

It was noted that no payments had been received from the Football Club since the agreement in October – there was an outstanding amount of £480 to January 2015. **Cllr Gent agreed to follow this up and Cllr Lambert asked that this be placed on the Agenda for the next meeting**

### **2014 – 2016 National Salary Award – SLCC**

The Parish Clerk reported that correspondence had been received from SLCC (Society of Local Council Clerks) advising of the agreement from the National Joint Council for Local Government Services regarding new pay scales for 2014-16

The new pay scales are to take effect from 01 January. Following discussion it was agreed that this new pay scale be implemented for the Parish Clerk.

## 82 Update on issues reported from around the Parish, at Parish Surgery and from Parishioners

- Location of Trailer at Pethley Lane
- Repair of large pothole and Main Rd, Millthorpe
- Maintenance of Footpaths; Millthorpe
- Restricted Byways and Bridle Paths in the Parish

- Cats eyes along High Street, Pointon
- Footpath – West Road
- Hedge in Millthorpe

The Parish Clerk reported that Kevin Brumfield was on leave at the moment and that an **update would be sought as soon as possible. If actions have not been completed, then Parish Clerk would forward on to Cllr Martin Hill (LCC)**

In addition it was also noted that there were additional potholes visible on Fen Road (o/s Cllr Gents house and nearby Church Farm. **Parish Clerk and Cllr Wren to report to LCC Highways**

### **Parish Surgeries**

Dates for future Surgeries were agreed as follows:

Saturday 21st February  
 Saturday 18th April  
 Saturday 27th June  
 Saturday 22nd August  
 Saturday 24th October  
 Saturday 12th December

Following discussion it was agreed that Parish Surgeries would be held from 3pm – 3.30pm.

### **83 LALC Training Events 2015**

Parish Clerk agreed to circulate the list of training events to Parish Councillors

### **84 Bourne and Billingborough Neighbourhood Policing Panel**

Cllr Greenwood attended the meeting on 19<sup>th</sup> January and reported back on the main issues:  
 House break-ins reported were down on last year's figures  
 Police have been making drivers aware of the importance and dangers of vehicle lighting  
 The Lincs Alert service now has 1238 subscribers

**Cllr Greenwood agreed to attend the next meeting**

### **85 Speeding/Community Speed watch scheme**

Update – Cllr Green apologies sent to this meeting – **Agenda item next time**

Speed signs – Parish Clerk reported costs for the purchase of A5 stickers for Wheelie bins alerting drivers to speed limits in place.

After consideration and discussion it was agreed that an **article would be placed in Parish Matters** and that **100 stickers be purchased** at the cost of £70. **Parishioners would be asked to contact the Clerk and that Cllr Greenwood would affix stickers to bins as required.**

### **86 Play equipment/ROSPA report actions**

Cllr Greenwood – regular review of condition of Play equipment /RoSPA inspection actions

- Roundabout bark – now completed
- Small portable goals – have been stored away. **Cllr Greenwood agreed to chase the supply of weights to secure these goals whilst in use**
- Painting of Swings – Spring 2015 – **Community Painting Day to be arranged at next meeting – Agenda Item**
- Shrinkage to surfaces – part addressed due to weather
- Swings – missing bar – bar has now been supplied - thanks to Cllr Wells and Cllr Sharples. The bar to be fixed and painted at the Community Painting Day

### **87 Adoption of telephone kiosk – installation of a defibrillator**

Cllr Green apologies sent to this meeting – **Agenda item next time**

### **88 Parish Matters**

Content – following discussion and feedback received from Parishioners and Councillors it was agreed that Parish Matters would benefit from new material. **It was agreed that reports be sought for each edition from the Village Hall, Social Club and Football Club. It was also agreed that a summary of the previous Parish Council meeting should be included.**

There was an appreciation that editing the magazine and obtaining interesting articles was very time consuming. **It was agreed that an appeal for a volunteer editor be placed in the next edition**

Cllr Sharples brought a 'Welcome Pack' from another Parish for consideration and discussion. **It was agreed that the Parish Clerk would compile a draft for the next meeting**

### **89 Sports Field – Land and Shower facilities**

Cllr Gent reported that there was no further update; that discussion was taking place regarding the number of teams and how much difference the facility will make.

The Football Club do now own the shower block and no further action would be taken regarding the siting would take place without full approval from the Parish Council.

### **90 Parish Council meetings:**

The following dates were agreed for future Parish Council meetings.

**Parish Council Meeting** Thursday. 26<sup>th</sup> March 2015 7.30pm. Pointon Sports and Social Club.

**Annual Parish Meeting/Annual Parish Council Meeting** Thursday 28<sup>th</sup> May 2015. 7.30pm. Pointon Village Hall  
**Parish Clerk agreed to book venue with Village Hall**

### **Council Publicity during the Election (General) Period**

Parish Clerk circulated information regarding Purdah 30 March 2015 – 7 May 2015 to all Councillors present

**Parish Clerk agreed to publish article in Parish Matters regarding the upcoming Parish elections.**

Subsequent Meetings schedule:

**Every 4<sup>th</sup> Thursday of odd-numbered months, unless otherwise agreed by the Council**

*There being no further business the meeting was brought to a close at 9.35pm*



## Thursday 26<sup>th</sup> March 2015

Minutes of Meeting held on Thursday 26<sup>th</sup> March 2015 at Pointon Sports and Social Club at 7.30pm.

**Present:** Cllrs C. Lambert (Chairman), R Greenwood, J. Sharples, D. Wells, , M. Wren, Cllr Green

**In Attendance:** Wendy Moore (Clerk), Members of the Public:4, Cllr. M Hill (LCC), Cllr P Mosely (SKDC), PCSO, Steve Ingram (SKDC), Jonathan Short (SKDC), Emma Hunt (St.Gilbert School)

### 91 **The Chairman, Cllr. C Lambert welcomed everyone to the meeting and invited questions from the Public at 7.30pm.**

A parishioner raised the question about the recently introduce 30mph stickers which are available to residents free of charge for Wheelie Bins. The stickers are allowed as they are a temporary sign, but the Parish Council are hoping that they will have an effect on drivers through the village.

There is at present no 20mph area around the school on West round, however School signage is in place to warn drivers. Emma Hunt did not feel the need currently for extra signage

The PCSO stated that there is only one speed flashing sign available in the area and each village has to take its turn.

It was acknowledged that speeding has been an issue in the Parish for many years.

***There being no questions or comments, the Chairman opened the meeting at 7.39pm.***

### 92 **Apologies for Absence**

Apologies received from Cllr Gent - accepted

Apologies received from Emilie Hart

### 93 **Declarations of Interest from Members**

none

### 94 **Minutes of meetings**

Clerk's Notes of Meeting held 22 January 2015 approved as Minutes

### 95 **Receive reports from outside bodies, the Parish Clerk and Councillors including:**

District – Cllr Mosely introduced Steve Ingram and Jonathan Short from SKDC Planning Department to answer in person any concerns or questions relating directly to the new build house on the High Street in Pointon.

A very detailed explanation from SKDC planning followed including the fact that they continue to reach a resolution to the build and they are required to follow due process.

It became apparent that the house has now been sold and SKDC are in dialogue with the Agent representing the new owners, to find a solution.

Cllr Lambert asked why the situation has been allowed to progress for so long. The answer given by the Planning Officers in attendance was that they have to liaise with the new owners to try to reach a solution.

Main concerns from SKDC point of view are that the house has been built larger than the original plans and also higher

Cllr Greenwood asked if the new owners would be given a timeframe by which to submit their proposals. SKDC planning stated that if a new design is submitted then it is legitimate for the District Council to consider this.

SKDC Planning officers stated that a much shorter timeframe would be given to the new owners to submit proposals. And if proposals were accepted, then a short timeframe would be given to carry out works.

Lengthy and detailed discussion took place about aspects of the property, Planning Consent and Building Regulations.

It was agreed that **Parish Clerk would contact Jonathan Short prior to the next meeting for a further update.**

On a separate issue, Cllr Wren raised the subject of planning permission granted, which he believed had now expired, for activity on the Fen. **Parish Clerk to write to SKDC Planning giving further information and requesting information**

Cllr Mosely reported that the Local Plan consultation has now closed and an updated paper would be circulated in due course

Cllr Mosely raised the subject of Neighbourhood Plans and whilst acknowledging that these can be very time consuming, they could place Parishes in a better position when determining the future of their areas. Cllr Mosely is researching if it would be possible for a small number of adjoining Parishes to produce a local plan as an alternative.

Police – Updated information relating to the Bourne and Billingborough Neighbourhood Policing Team was circulated. The Team remains as PC Claire Wilson, and PCSO's Graeme Parrott, Neil Atkinson, Sandra Brommell and Jay Nielander.

Information relating to Dog Chipping was distributed. It will be law from April 2016 that all Dogs will need to be chipped. Further information is available from the team

Local crime figures can be obtained from [www.police.co.uk](http://www.police.co.uk) and by searching Pointon within Crime Mapper. The information is slightly behind but does provide local information.

It was suggested by the PCSO with regard to speeding in the village (particularly on West Road and High Street), that the Parish Council request a Speed Survey from the Road Safety Partnership. **Parish Clerk to enquire.**

County – Cllr Hill reported that despite cuts to Local Government of some £90million, the budget for the PCSO service will be £1.5million

Cllr Hill reported on two local issues.

The first being the Gate across restricted Byway on Mr Bristow's land; Cllr Hill has been in contact with the landowner and they have offered to divert the byway around the gate. Cllr Hill asked for the Parish Council opinion and they were in agreement. Cllr Hill agreed to discuss with Landowner and other interested parties to see if there were any further objections.

Pumping Station consultation – the recent consultation is proposing that of the five pumps only two were working. The proposal therefore was to abandon the pumps. Following discussion it was agreed that the **Parish Clerk would write a letter requesting further information and that the opinion of the Parish Council was that the pumps be repaired.**

Parish - Parish Clerk reported that a Grant from LCC of £500 had been received. The Parish will need to conduct a Community Asset Mapping exercise to be eligible. Following discussion it was agreed that the Clerk would carry out the Mapping with input from Councillors, and that the grant would pay for equipment and materials for the Community Painting Day to be held in the spring, and a new Parish Notice Board.

Playing Field – Cllr Greenwood requested information from Emma Hunt regarding the upcoming Sports Day for pupils in May. Emma Hunt confirmed that appropriate insurances will be in place for the Sports Day and other events as applicable, being held on the Sports Field. In addition Emma confirmed that additional staffing would be in place,

Cllrs Green and Lambert asked Emma Hunt for more information and the reasoning behind the development of the outdoor education area on the school Playing Field. Emma Hunt explained that the area provided a physical outdoor learning for pupils.

**Cllr Greenwood would collect the weights from the school for the temporary goals.**

Village Hall – none

- **S14/3589/HSH/PC1 Blackhouse Farm, Millthorpe Drove. NG34 0LE** Demolition of extensions and erection of 1.5 storey extension and single storey extension to dwelling – **Approved Conditionally 12.01.15**
- **S15/0410/DETCOFA/PWM/CON21** Cobshorne Farm, Millthorpe Drove, NG34 0LD Change of use Agric to Residential. **No objections raised.**

## 97 Finance

The following bills were **approved** for payment:

The following bills were approved for payment

W.E.Moore – Salary	£294.68	Feb/March 2015
W E Moore – Exps	£114.04	Feb/March 2015
HMRC	£73.60	Feb/March 2015
Emilie Hart	£20.00	Parish Matters Feb/March 2015
PCPF	£200.00	Field Maintenance Feb/March 2015
Viking Direct	£38.72	Printer Ink
<i>Chandlers Oil and Gas</i>	<i>£137.55</i>	<i>Tractor Fuel</i>
LALC Annual Subscription*	£156.08	2015/16

The following receipts were noted:

Pointon FC	£600.00	Jan 2015
Bank Interest	£0.29	Feb 2015
Bank Interest	£0.26	March 2015
LCC (asset Mapping Grant)	£500.00	Feb 2015

The 2014/15 Financial Statement was received and approved

The Council **received** the RFO's financial report and made no amendments to the budget therein.

The Council **Reviewed** and **Agreed** to make no amendments to the 2014/15 year's budget. It was noted that the pitch fees had now been received from the Football Club.

The Draft Budget for 2015/16 was reviewed and approved

It was **agreed** that the Parish Council would again ask Mrs Beard, Chair of the village Hall Committee to carry out the External Audit for year end 2014/15.

## 98 Review LALC Annual Subscription 2015/16\*

It was agreed that the Parish would continue with membership of LALC

## 99 South Kesteven District Council District and Parish Elections 7<sup>th</sup> May 2015

Following the recent workshop attended by Cllr Greenwood and the Parish Clerk, information was circulated about the forthcoming National, District and Parish elections.

Parish Clerk advised that anyone interested in becoming a Parish Councillor could obtain papers from her, or directly from SKDC in Grantham.

Nomination Papers are to be returned to SKDC Offices **BYHAND** before 4pm on 9<sup>th</sup> April 2015. A list on nominations will be available after 4pm on 10<sup>th</sup> April.

Parish Councillors retire from the Parish Council on the fourth day after the election – **11<sup>th</sup> May 2015**. The Chairman (Cllr Lambert) will stay in office until the Annual Parish Meeting.

Cllr Lambert thanked Cllrs Wren and Green who will be standing down from the Parish Council on 11<sup>th</sup> May 2015.

#### **100 Dog Fouling around the Parish**

Cllr Greenwood expressed some concern after speaking to parishioners regarding the amount of dog fouling left by owners. Cllr Lambert to write short piece for the Parish Matters.

#### **101 Update on issues reported from around the Parish, at Parish Surgery and from Parishioners**

- Location of Trailer at Pethley Lane – discussed previously in meeting
- Repair of large pothole and Main Rd, Millthorpe – still outstanding
- Cats eyes along High Street, Pointon – still outstanding
- Footpath – Pointon - Billingborough – now cleared

The Parish Clerk reported that Kevin Brumfield had been away from his desk and therefore unable to provide an update for the meeting. However an **update would be sought as soon as possible. If actions have not been completed, then Parish Clerk would forward on to Cllr Martin Hill (LCC)**

In addition it was also noted that there were additional potholes visible on Fen Road (o/s Cllr Gents house and nearby Church Farm. **Parish Clerk has reported to report to LCC Highways**

Parish clerk reported that the access panel to the street light on the High Street had now been affixed, however the safety fencing at the access from the High Street to the Sports Field had broken. This has been reported to Highways.

#### **Parish Surgeries**

Dates for future Surgeries were agreed as follows:

Saturday 18th April

Saturday 27th June

Saturday 22nd August

Saturday 24th October

Saturday 12th December

Following discussion it was agreed that Parish Surgeries would be held from 3pm – 3.30pm.

#### **102 Bourne and Billingborough Neighbourhood Policing Panel**

Cllr Greenwood reported that there had not been a meeting since the previous Parish Council meeting

#### **103 Speeding/Community Speed watch scheme**

Previously discussed. Cllr Greenwood has delivered and affixed 30mph stickers to Wheelie Bins and will continue to do so. Cllr Lambert thanked Cllr Greenwood for being so proactive with this initiative.

#### **104 Play equipment/ROSPA report actions**

Cllr Greenwood – gave his regular review of condition of Play equipment /RoSPA inspection actions

- Small portable goals – weights will be collected from the School
- Painting of Swings – Community Painting Day to be held in May 2015 (see below)

#### **105 Community Painting Day**

The date of 17<sup>th</sup> May was set for the Community Painting Day. Article will be placed in Parish Matters requesting volunteers

#### **106 Parish Council notice board**

Cllr Greenwood has obtained prices for a new, waterproof notice board. The size was agreed and Cllr Greenwood to order

**107 Installation of a defibrillator**

Cllr Green recommended that the Village Hall would facilitate First Aid Courses for interested Parishioners and Councillors as an alternative. Agreed.

**108 Parish Matters**

April 2015 Parish magazine would be circulated prior to print. **Articles awaited from Cllrs Green (VH), Greenwood (FC) and Lambert, and Emma Hunt.**

**109 Parish Council meetings:**

It was agreed that the Annual Parish Meeting/Annual Parish Council Meeting would be held on **Thursday 14<sup>th</sup> May 2014 at the Village Hall**

Subsequent Meetings schedule: **Every 4<sup>th</sup> Thursday of odd-numbered months, unless otherwise agreed by the Council**

*There being no further business the meeting was brought to a close at 10.30pm*