

WILLOUGHTON PARISH COUNCIL

The Parish Council Meeting was held in the Village Hall,
Thursday 28th September 2023 @ 6.30pm

PRESENT

Cllr. Ms. H. Goring (Chair), Cllr. Mrs. S. Rovezzano (Vice-Chair), Cllr. Miss. K. Clarke, Cllr Mrs T. Given, Cllr. Mrs. K. Phillips, Cllr. Mr. P. Howitt-Cowan (W.L.D.C.), and Ms. Hazel Fox (Clerk).

2309/1. APOLOGIES FOR ABSENCE.

Apologies were received from Cllr. Mr. G. Rowles Nicholson and Cllr. Mr. D. Cowell.

2309/2. DECLARATIONS OF INTEREST/DISPENSATIONS.

There were no declarations of interest or dispensations.

2309/3. MINUTES OF THE MEETING HELD 27TH JULY 2023

Cllr. Mrs. K. Phillips requested an amendment at 2307/07 (c). The drain running alongside Templefield Road has not been repaired and is outstanding. The Clerk will make the amendment and bring back to the November meeting for approval.

Action: Clerk

2309/4. REPORT FROM CLLR. MRS. C. PERRATON-WILLIAMS

Cllr. Perraton-Williams did not attend and neither apologies or a report were received. Councillors discussed the lack of contact from the District Councillor and no attendance in the preceding twelve months. Contact with neighbouring Councils showed similar experiences.

RESOLUTION: The Chair will compose a letter to the Conservative Association and request neighbouring Councils support for the letter.

Action: Cllr. Ms. H. Goring

2309/5. REPORT FROM CLLR. MR. P. HOWITT-COWAN

Mr Howitt-Cowan advised Councillors, his October report is being finalised and will be distributed in the next few days. A review of polling stations is being undertaken, and Gainsborough Town Centre will benefit from monies from the levelling up fund which will include refurbishment of the bus station, a cycle centre, CCTV and a cinema complex. West Lindsey District Council issued a temporary stop notice on the Scampton airbase awaiting the outcome of the court case. Councillors thanked Mr. Howitt-Cowan for an informative and comprehensive report.

2309/6. PLANNING APPLICATION 147280 (22 TEMPLEFIELD ROAD)

The planning application to erect a detached single garage was discussed. Councillors agreed, the proposal will be an improvement and is in keeping with the neighbourhood development plan.

RESOLUTION: The Clerk will submit "support" to this application.

Action: Clerk

2309/7. PLAYING FIELD.

a. Rospa Inspection. The report, whilst not advising any urgent action which must be taken, further seeks to highlight the requirement for a refurbishment of the equipment. Most of the play pieces are rusty and have reached the end of their useful life.

b. Quotation for refurbishment and grant applications. Cllr. Miss. K. Clarke and the Clerk met with a play equipment contractor to design a new scheme. An initial proposal has been received along with costings. Whilst there are changes to be made to the plan, the Clerk advised this quotation can be used to apply for funding. Cllr. Mr. P. Howitt-Cowan offered to donate £1,000 from his Councillor Initiative

Signed.....

Dated.....

Fund towards the project. Councillors thanked Mr. Howitt-Cowan for his support. The Clerk requested a sum of money from the Council reserves to be allocated should match-funding be necessary.

RESOLUTION: The Clerk will begin the process of applying to various funding streams and is permitted to use up to £10,000 of Council reserves as a last resort.

Action: Clerk

c. Clerk and Councillor inspections. Councillors volunteered to be on a rota for basic inspections of the play area, and to inform the Clerk of any matters requiring urgent attention.

RESOLUTION: The Clerk will prepare a rota and will distribute to all Councillors present, alongside details of the Safety Culture app which can be used either on mobile phones or laptops/computers.

Action: Clerk

d. Formation of a Playing Field Committee. Councillors agreed, a committee which can incorporate residents is required and membership should be sought from the Village. The Clerk will publish details on the parish council website and in the noticeboard. A previous resident who expressed interest will be contacted and invited to join. It is anticipated meetings will be bi-monthly and held in the village hall. The terms of reference were approved.

Action: Clerk

2309/8. HIGHWAYS.

a. Water corner of Gainsborough Road (outside Caudle House). Cllr. Mrs. K. Phillips advised no progress has been made and is continuing to press. Help was requested from the Clerk in contacting the highways department for resolution.

Action: Clerk

b. Collapsed drain at Templefield Road (bottom of Hollowgate Hill). Cllr. Mrs. K. Phillips advised this matter is ongoing. The Clerk will contact Cllr. Mrs. C. Perraton-Williams for an update.

Action: Clerk

c. B1398 junction at Willoughton, Blyborough Grange and B1205. The resident who lives in Blyborough and requested help from the Council regarding the dangerous junction at Blyborough Grange and the B1398, has now been put in contact with M.P. Sir Edward Leigh who has agreed to assist. The Clerk will monitor and assist again if necessary. Following the tragic accident at the B1205 junction, North Lincolnshire Council and West Lindsey Council will be conducting a review when the accident investigation has concluded.

2309/9. POLICIES.

a. Safeguarding policy. The Clerk advised this policy may be required when applying for funding for the play area and would be best practice to have for the Playing field Committee.

RESOLUTION: The policy is approved without amendment.

2309/10. COUNCILLOR EMAIL ADDRESSES.

All Councillors were requested to use the email addresses provided by the Council to protect both the Council and the individuals from potential Freedom of Information requests and to comply with General Data Protection requirements. Furthermore, residents contacting Councillors will have confidence in contacting a recognised .gov.uk address. The Clerk will distribute instructions to all Councillors on accessing via i-phones.

Action: Clerk

2309/11. REQUEST FROM THE VILLAGE HALL COMMITTEE.

Cllr. Ms. H. Goring advised the meeting, the Village Hall Committee is planning a "Santa Brunch" to which all village children will be invited. The Committee requested assistance from the parish council to buy Christmas gifts for the children which will be presented to them by Santa.

Signed.....

Dated.....

RESOLUTION: A sum of £300 will be donated to the event.

Action: Clerk

Cllr. Ms. H. Goring and Cllr. Miss. K. Clarke did not take part in the discussion or vote and declared interests as members of the Village Hall Committee.

2309/12. ACCOUNTS.

a. To approve payments.

RESOLUTION: The following payments were approved, and cheques were signed by Cllr. Mrs. S. Rovezzano and the Clerk:

LUANA DE SANTIS LITTER PICKING FOR SEPTEMBER	£104.20
LUANA DE SANTIS LITTER PICKING FOR OCTOBER	£104.20
HAZEL FOX SALARY FOR 1 SEPTEMBER-29 SEPTEMBER (4 WEEKS)	£196.48
HAZEL FOX SALARY FOR 29 SEPTEMBER-27 OCTOBER (4 WEEKS)	£196.48
WILLOUGHTON VILLAGE HALL RENT FOR POSTAL OUTREACH SERVICES JUNE & JULY(26 MAY-28 JULY) 9 WEEKS @ 2 HOURS OF £6	£108.00
WILLOUGHTON VILLAGE HALL RENT FOR POSTAL OUTREACH SERVICES AUGUST & SEPTEMBER (28 JUL-29 SEPTEMBER) 9 WEEKS @ 2 HOURS OF £6	£108.00
ROSPA INVOICE 74211	£111.00
CLERK EXPENSES (KEY CUTTING)	£15.00
VILLAGE HALL DONATION	£300.00

b. Cheque signatories. Cllr. Mrs. K. Phillips completed the forms required; however, this could not be finalised until signatures are sought from Cllr. Mr. D. Cowell. The Clerk will contact Cllr. Cowell to arrange completion. If this is not possible, this will be brought back to the November meeting.

Action: Clerk

2309/13. CORRESPONDENCE RECEIVED.

20-Jul, 8th Aug & 31st Aug Parish Online Newsletter.
21-Jul, 4th Aug, 18th Aug, 1st Sep & 15th Sep LALC E-News.
26-Jul & 30th Aug LCC Town and Parish Council update.
11-Aug Lincolnshire Community Foundation Information on household support.
18-Aug LCC planning Notification of application PL/0060/23.
29-Aug WLDC Parish News.
31-Aug 7000 Acres Group Meeting information.
02-Sep Cllr. Paul Howitt-Cowan September report.
07-Sep ROSPA Inspection report & invoice.
08-Sep WLDC Temporary stop notice RAF Scampton.
18-Sep WLDC Notification of Planning application 147280.

2309/14. REQUEST FOR AGENDA ITEMS FOR FUTURE MEETINGS

Cllr. Mrs. T. Given requested defibrillator training.
Cllr. Mr. D. Cowell had previously requested election of Chair/Vice-Chair procedure.

2309/15. NEXT MEETING

The date and time of the next meeting will be (subject to any change in circumstances):

Thursday 23rd November 2023 @ 6.30 pm

The meeting closed at 8.10 pm.

Signed.....

Dated.....