

WILLOUGHTON PARISH COUNCIL

**The Parish Council meeting was held in the Village Hall,
Thursday 28th March 2024 @ 6.30pm.**

PRESENT

Cllr. Ms. H. Goring (Chair), Cllr. Mr. D. Cowell, Cllr Mrs. T. Given, Cllr. Mrs. K. Phillips,
Cllr. Mr. G. Rowles Nicholson, Cllr. Mr. P. Howitt-Cowan (W.L.D.C.), and Ms. Hazel Fox (Clerk).

2403/01. APOLOGIES FOR ABSENCE.

Apologies were received from Cllr. Mrs. S. Rovezzano (Vice-Chair) and Cllr. Miss. K. Clarke.

2403/02. DECLARATIONS OF INTEREST/DISPENSATIONS.

None relating to this meeting.

2403/03. MINUTES OF THE MEETING HELD 25th JANUARY 2024.

Resolution: Minutes approved and were signed by the chair.

2403/04. REPORT FROM CLLR. MRS. C. PERRATON-WILLIAMS.

Cllr. Mrs. C. Perraton-Williams did not attend and neither apology nor a report were received.
The Chair advise the letter outlining the concerns of the Parish Council and assistance on improving the situation has not yet been sent. The letter will be sent to The Local Conservative Association, Lincolnshire County Council and Sir Edward Leigh's office.

Resolution: The Chair will send to the organisations/individuals discussed. **Action:** Cllr. Ms. H. Goring

2403/05. REPORT FROM CLLR. MR. P. HOWITT-COWAN

Mr Howitt-Cowan distributed a brochure for the West Lindsey Churches Festival which runs from 11th to 12th and 18th to 19th May. There are 41 Churches participating on 11th and 12th May, and 47 on the 18th and 19th May. The conference held at Hemswell Court was a successful event. The Government has allocated £130k to assist in tackling mould in homes. The Leader and Deputy Leader of WLDC met with the Home Office Minister to discuss RAF Scampton. The meeting lasted 30 minutes. The Home Office own the site, and between 800 and 1,000 asylum seekers will be housed for a limited period. WLDC are continuing to pursue court action. There are approximately 5 asylum seekers now housed in Gainsborough. Mr Howitt-Cowan reminded Councillors of the anniversaries this year, namely: West Lindsey District Council celebrates 50 years, Trinity Arts Centre celebrates 40 years, Friends of Gainsborough Old Hall celebrate 75 years. D-Day landings will also be marked in June this year as an 80 year anniversary. Collections of food waste will commence in 2026 and WLDC is beginning preparations. Families will receive a large plastic container and single occupants will receive a smaller container. There will be weekly collections and the waste will be used at the biomass facility in Hemswell Cliff. The Community Pot grants are now all allocated, and the Council are planning to prepare a flood advice pack. Two new enforcement officers have been employed, but this will not be in the planning department. It is likely this will be in the licencing department. An LGA cultural strategy was advised and this is now in train and will most likely be approved attracting new appointments and grants. Councillors thanked Cllr. Mr. P. Howitt-Cowan and expressed an interest in receipt of the flood advice when it is available.

2403/06. CONSIDERATION OF A FLOOD RISK STRATEGY.

Councillors discussed the examples distributed by the Clerk prior to the meeting. It was agreed, Willoughton is at a low risk of major flooding, however the poor maintenance by the County Council and the delays in repairs highlighted increase this risk. It was agreed, a basic strategy should be prepared by the Clerk and brought to the next meeting for consideration. This should include emergency phone numbers and advice on what to do. This will incorporate the information received from Cllr. Mr. P. Howitt-Cowan.

Action: Clerk.

Signed.....

Dated.....

2403/07. PLAYING FIELD.

a. Grant applications.

The Clerk advised, £70,000 of grant funding has been pledged by the FCC Foundation, which includes £7,525 match funding from WLDC. £10,000 has also been received from the National Lottery. The Clerk will prepare a specification to be placed on the Contract Finders Website and will invite tenders to refurbish the play area. Cllr. Mr. P. Howitt-Cowan commended the Clerk on achieving the funding and this was agreed by all Councillors.

Resolution: The Clerk is authorised to sign the FCC funding agreement.

b. Grass and bench conditions.

Cllr. Miss. K. Clarke had highlighted the condition of the grass in the play area and the deterioration of one of the benches. The grass is due to be cut w/c 1st April. It was agreed, the bench was donated by a resident and should be maintained in good order. Cllr Mrs. T. Given expressed concern that the newly formed Playing Field Committee had not yet met and had received enquiries from residents who wished to join. Cllr. Mr. G. Rowles Nicholson advised residents who had expressed an interest in joining may be able to assist with the repairs to the bench. Cllrs. Ms. H. Goring, Cllr. Mr. D. Cowell, Cllr Mrs. T. Given expressed an interest in joining the committee. Cllr. Miss. K. Clarke and Cllr. Mrs. S. Rovezzano will be invited.

Resolution: The Clerk will obtain dates from Cllr. Miss. K. Clarke on availability of the Village Hall and will circulate to Councillors for a meeting to be arranged. Residents will be invited. Action: Clerk.

c. Clerk and Councillor inspections.

The Clerk advised a reminder will be sent to each Councillor who is due to complete an inspection that week to ensure there are no gaps in the rota. The Clerk will enquire from Cllr. Miss. K. Clarke who is responsible for cutting the grass and request contact details. A grass cutting schedule is required, so that the Parish Council are aware when this should be taking place. The Clerk will enquire if it is possible for cuttings to be collected, or if the grass can be cut more regularly so that cuttings do not accumulate.

Action: Clerk.

2403/08. HIGHWAYS.

a. Electric vehicle charger locations.

Lincolnshire County Council had sent a circular asking Parish and Town Councils if they would be interested or had locations where chargers could be installed. Councillors were not aware there were any suitable places where it was possible to install one and felt that the village had adequate provision at private homes. This will be kept under review, and should the Council receive enquiries from residents, this will be revisited.

b. Water corner of Gainsborough Road (outside Caudle House).

No further news had been received since the meeting between Cllr. Mr. G. Rowles Nicholson and Martin Snaith from LCC . It was agreed, the Clerk will chase up with Mr Martin Snaith.

Cllr. Mr. G. Rowles Nicholson will pass contact details for Mr Snaith to the Clerk.

Cllr. Mr. P. Howitt-Cowan offered to assist in contacting LCC with this issue. Councillors requested the Clerk develops a calendar of when street sweeps have taken place and further due.

Cllr. Mrs. K. Phillips advised damaged drain cover at this location and requested the Clerk add to the schedule of highways issues.

Action: Cllr. Mr. G. Rowles Nicholson/Clerk.

c. Blocked/damaged drain at junction of Hollowgate Hill/Templefield Road (near bench).

Works have been completed on Templefield Road 12th February by WLDC. Councillors agreed to monitor the issue of surface water drainage has now been resolved on Templefield Road.

d. Blocked grating between 3 and 7 Northfield Lane.

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Signed.....

Dated.....

e. Water on Hollowgate Hill.

As above at (b), no further news had been received since the meeting between Cllr. Mr. G. Rowles Nicholson and Martin Snaith from LCC . It was agreed, the Clerk will chase up with Mr Martin Snaith.

Action: Clerk.

f. Litter outside The Bungalows.

The Clerk advised, WLDC have now spoken to the care company provider who visit The Bungalows, who in turn have pledged to discuss this with their team and instruct them that it is not acceptable to discard litter. The Council was asked to monitor and report back if the situation does not improve. The Clerk had enquired if signs could be installed, however WLDC have advised new designs are being progressed and are not available at present. The Parish Council can install their own signs, but these would not be enforceable and are not recommended.

2403/09. LINCOLNSHIRE POLICE PARISH COUNCIL ENGAGEMENT SESSION 20th FEBRUARY 2024.

The Chair, Cllr. Ms. H. Goring, attended on behalf of the Council, and updated Councillors on topics discussed which included speeding through the village and the requirement to prove a need for LCC to consider a permanent reduction in the speed limit. Cllr Mrs. T. Given enquired if the speed watch scheme could be considered. The Clerk informed, this had been discussed prior to Cllr Mrs. T. Given joining the Council and volunteers had been requested from residents, however there was no interest received. It was agreed to re-visit the scheme and the Clerk will forward to Cllr. Given the information available.

Cllr. Mr. D. Cowell advised the current speed indicator device required new batteries as the current set was not maintaining their charge. It was agreed, Cllr Cowell will source new batteries, which are expected to be in the region of £70-£85 plus vat. Cllr. Mr. G. Rowles Nicholson volunteered to share the responsibility with Cllr. Cowell to maintain the devices. **Action: Cllr. Mr. G. Rowles Nicholson/Cllr. Mr. D. Cowell.**

2403/10. FIRST AID/DEFIBRILLATOR TRAINING.

The training has been advertised in the village noticeboard and on the parish council website by the Clerk, however, take up is low. Councillors agreed to publicise the opportunity by word of mouth amongst residents. Cllr. Mr. P. Howitt-Cowan requested permission to join and if the opportunity could be taken up by non-residents. Councillors agreed Mr Howitt-Cowan would be welcome and neighbouring parishes can participate if requested. **Action: All Councillors.**

2403/11. ACCOUNTS.

a. To approve payments.

RESOLUTION: The following payments were approved, and cheques were signed by Cllr. Mr. D. Cowell and the Clerk:

28/03/24	HAZEL FOX REIMBURSEMENT FOR LITTER PICKING TROLLEY	£154.49
28/03/24	HAZEL FOX REIMBURSEMENT FOR STAMPS	£13.40
28/03/24	HAZEL FOX REIMBURSEMENT FOR CLOUD NEXT	£59.98
28/03/24	HAZEL FOX SALARY FOR 1 MARCH - 29 MARCH (4 WEEKS)	£212.48
28/03/24	LUANA DE SANTIS LITTER PICKING FOR MARCH	£104.20
28/03/24	WILLOUGHTON VILLAGE HALL RENT FOR POSTAL OUTREACH SERVICES APRIL (29 MARCH - 3 MAY) 5 WEEKS @ 2 HOURS OF £6	£60.00
30/04/24	HAZEL FOX SALARY FOR 29 MARCH - 3 MAY (5 WEEKS)	£265.60
30/04/24	LUANA DE SANTIS LITTER PICKING FOR APRIL	£104.20

Once these cheques are cleared this will leave £13,696.74 in the current account and £11,628.17 in the savings account. A total of £25,324.91.

b. Cheque signatories.

The Clerk advised, Santander have now completed the changes requested. Mr B. Moore has been

Signed.....

Dated.....

removed as a signatory and Cllr. Mr. D. Cowell and Cllr. Mrs. K. Phillips have been added.
Cllr. Mrs. S. Rovezzano and the Clerk remain unchanged.

c. Online banking.

The Clerk requested to make use of the online banking facility for payment of wages and ordering of goods when cheques are not available. It was agreed, the Clerk may use BACS transfers in future, however all payments must be itemised for approval prior at a council meeting and the Clerk must distribute current bank statements with the meeting agenda so that Councillors may monitor payments and bank balances.

Action: Clerk.

2403/12. CORRESPONDENCE RECEIVED.

Circulated in advance:

22/01/24	Cllr Paul Howitt-Cowan	January report
23/01/24	LCC	Budget and Council Tax Proposal 2024/25
23/01/24	Rural Services Network	Rural bulletin
26/01/24	LALC	E-news & Training bulletin
30/01/24	Rural Services Network	Rural bulletin
30/01/24	LCC	Town and Parish News
31/01/24	Lincolnshire Police	Notice of engagement session 4th July
01/02/24	Inspector Michael Head	Lincolnshire Police monthly report
02/02/24	Cllr Paul Howitt-Cowan	Information on RAF Scampton judicial review
02/02/24	Lincolnshire Police	Notice of engagement session 20th February
06/02/24	Cllr Paul Howitt-Cowan	February report
06/02/24	Rural Services Network	Rural bulletin
08/02/24	West Lindsey District Council	Newsletter
09/02/24	LALC	E-News
12/02/24	WLDC	Notice of vacancy for a Standards Volunteer
14/02/24	Resident	Complaint regarding litter
15/02/24	LCC	Electric Vehicle Charger Locations
20/02/24	Rural Services Network	Bulletin
23/02/24	LALC	E-News
26/02/24	WLDC	Agenda for meeting 4th March
27/02/24	Rural Services Network	Bulletin
27/02/24	LCC	Town and Parish Council Update
29/02/24	Lincolnshire Police	Slides from Engagement Session
05/03/24	Rural Services Network	Rural bulletin
08/03/24	LALC	E-news & Training bulletin
12/03/24	Paul Howitt-Cowan	WLDC events news
12/03/24	Rural Services Network	Rural bulletin
18/03/24	Paul Howitt-Cowan	March report
19/03/24	Rural Services Network	Rural bulletin

2403/13. REQUEST FOR AGENDA ITEMS FOR FUTURE MEETINGS.

None advised.

2403/14. NEXT MEETING.

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

Thursday 23rd May 2024 @ 6.30 pm. The annual town meeting will be held prior.

The meeting closed @ 8.05 pm.

Signed.....

Dated.....