

**NAVENBY WITH SKINNAND PARISH COUNCIL  
MEETING MINUTES**

Date/ Time: **Tuesday 6 April 2021** at 7.00 pm.

Location: via VIDEO LINK (ZOOM).

Present (Cllrs): Mr B O’Sullivan, Chairman; Mr K Gunning, Vice Chairman;  
Mr G Morris; Mr A Watts; Mrs L Taylor; Mr K Lamyman; Mr M Burt; Mr S  
Woollas; Mrs E McRitchie; Mrs C Hall & Mr C East.

In Attendance: Ms S Letham (Parish Clerk)

Absent/Apologies:

**1. Chairman’s - Welcoming Remarks**

The Chairman welcomed all present to the ZOOM VIDEO LINK and thanked them for their continuing efforts in respect of supporting the Library, Youth Club, Play Areas, Highways and Speed Indicator Devices.

**2. Public Session**

One resident in attendance for general interest only.

**3. Apologies for absence and declarations of interest in accordance with the requirements of the Localism Act 2011.** Consider any applications for dispensations in relation to disclosable pecuniary and/or prejudicial beneficial interests.

None.

**4. To consider and sign the minutes from the previous Parish Council Meeting, held on Tuesday 2 March 2021.**

It was proposed by Cllr Gunning and seconded by Cllr Hall and therefore **RESOLVED** that the minutes from the previous Parish Council meeting, held on Tuesday 2 March 2021, should be accepted as a true record of the meeting. The Clerk advised that there were no outstanding actions from the previous meeting.

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**5. To consider the financial report and authorise payments (Appendix A).**

Discussion took place regarding the transactions listing presented for the month of March 2021. It was proposed by Cllr Gunning, seconded by Cllr Taylor and therefore **RESOLVED** that all expenses listed in Appendix A were authorised.

**6. To consider updates from District/County Councillors.**

Cllr Hagues was in attendance and confirmed with the Clerk that she was in receipt of the Newsletter she had sent to the Parish Office. Cllr Gunning asked that Cllr Hagues look into the issue of lateral Flow Tests for COVID-19 and them being available at local chemists.

**Action: Cllr Hagues to investigate the availability of lateral flow kits at chemists' v going to regional testing centres.**

Cllr Overton was not in attendance and the Clerk confirmed that she was in receipt of the Newsletter she had sent the Parish Office.

**7. To consider updates from local police.**

The Council members acknowledged receipt of the Monthly Police newsletter and remarked that the content remained limited.

**8. To consider Planning Matters**

Planning Applications – no observations.

Correspondence – no observations.

Tree Conservation - no observations.

**9. To consider correspondence.**

Actions arising from the correspondence received:

d & i. Request from the Wandering Wombles for support with litter picking – it was agreed that the Clerk would contact NKDC regarding the nomination of a single point of collection for litter picking refuse and let the Wandering Wombles POC know.

k. Letter from resident regarding additional dog litter bin on the green at The Rise – Clerk to advise resident that only dual purpose bins are provided.

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l. Keep Britain Tidy Campaign Poster – the Clerk to forward a copy of the e mail to The Wandering Wombles POC.

m. NKDC Reopening of High Street Shops Advertising Campaign – the Clerk to contact NKDC regarding the supply of posters and bollard covers.

n. Letter from resident regarding flooding on Green Man Road – the Clerk to acknowledge receipt of letter and advise the resident that NPC has no responsibility in this area.

**10. To consider and approve the purchase of a memorial plaque in respect of Mr George Parrish (Village Caretaker Navenby 1997 to 2019).**

Discussion took place regarding the purchase of a memorial plaque for Mr Parish. It was proposed by Cllr Gunning and seconded by Cllr Woollas and therefore **RESOLVED** that the sum of £50 exc VAT be approved for a brass plaque to be purchased and located on the bench by the main village noticeboard. Cllr Woollas suggested that he liaise with the Clerk iro confirming the correct size of plaque before an order was placed. It was agreed that the inscription should read “In memory of George Parish - Village Caretaker 1997 to 2019”.

**Actions: The Clerk to await confirmation of the plaque size from Cllr Woollas.**

**11. To consider and approve a request from the Mrs Smith Cottage Artist in Residence for a. the installation of ceramic permanent pavement markers on the High Street and b. the installation of a handmade tile panel at The Venue.**

After discussion, there was agreement in principle to both proposals and it was decided that the Clerk should contact the Artist in residence and ask what provision had been made for the future maintenance of the ceramic pavement markers and who would fund any required repairs? Also, was it possible for an example of the wall plaque to be made available?

**Actions; Clerk to contact the Artist in Residence and obtain information on the future maintenance of pavement tiles and to obtain an example of the proposed wall tile.**

**12. To discuss the upcoming Annual General meeting on the 4 May 2021 and the requirement to elect a Chairman & Vice Chairman.**

After discussion, it was agreed that the Annual meeting would be held via ZOOM in line with current COVID restrictions and that normal face to face Parish meetings would recommence from June 2021. Cllr Burt advised that he was happy to provide the ZOOM meeting capability following the departure of the Chairman.

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**13. Parish Field – to consider and discuss the latest report from Mountjoy rural in respect of negotiations regarding the proposed Anglian Water strategic pipeline works.**

The Clerk advised that she had forwarded the latest update from Mountjoy Rural to Council members. Cllr Gunning advised that he was not in receipt of the e mail and asked that the Clerk look to resend.

**Action: The Clerk to resend the latest update from Mountjoy Rural to all Council members.**

**14. Updates from Portfolios Holders:**

**a. Cemetery**

No comments.

**b. Highways**

Cllr Woollas advised that the pot holes in East Road had been reported and that he had been advised that URGENT repairs take up to 28 days and routine somewhere between 3-4 months.

**c. Youth Club**

Cllr Hall advised that the Youth Club was proposing to reopen on the 19 Apr 21. Due to 2 ZOOM sessions not being taken up in Mar 21, ACTS had offered to discount the cost of a session in Apr 21.

**d. Navenby Car Scheme**

The Car Scheme remains suspended until further notice.

**e. Play Areas**

To discuss & approve the installation of additional fencing at the entrance to North Lane Play Area. After discussion, it was agreed that the Clerk would contact NEWBY Leisure and obtain a quote for additional fencing.

**Action: The Clerk to contact NEWBY Leisure for a fencing quotation.**

To discuss the requirement for power washing of both Play Areas in parallel with the installation of new play equipment prior to the first May Bank holiday. After discussion, it was proposed by Cllr Gunning and seconded by Cllr Burt and therefore RESOLVED that the quotation for £350 exc VAT be accepted. Cllr Woollas proposed that the litter bin outside Lukes Barbers and the bench by the main Parish noticeboard also be washed and proposed another £30 be approved, this was seconded by Cllr Gunning and therefore RESOLVED.

**Action: The Clerk to advise Wheelie Clean Services of the acceptance of the initial quote and advise of the additional items and seek an updated quote.**

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Twenty Row Log Slide – it was reported that someone or something had caused there to be “dints” in the metal slide structure. Cllr Lamyman advised that he would see if he could smooth out the roughened areas.

**Action: Cllr Lamyman to visit Twenty Row Play Area and repair the Log Slide if possible.**

**f. Schools House Trust.**

No comments.

**g. Cliff Cluster**

The Chairman advised that whilst there were no Cliff Cluster meetings - the next COVID resilience meeting would be held on the 19 Apr 21.

**h. Library**

Cllr Watts advised that the library would be reopening on the 12 Apr 21 for returns & collections only.

**i. Finance & Administration**

No comments.

**j. WEBSITE/IT**

The requirement for a ZOOM subscription to be revisited in May 21.

**k. VENUE Trustee Chairman**

No comments.

**l. Community Wellbeing**

Bus Shelter Noticeboards - Cllr Taylor advised that all the Noticeboards were fine and that next month she would be looking to refresh the posters that were on display.

**m. Speed Indicator Device (SID).**

Update from Cllr Watts on the downloading of data from the North & Southbound SIDs – Cllr Watts advised that the data had shown that there was no real speed problem thru the village. He proposed to download data the week before the monthly Parish meeting and circulate to all

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council members for their consideration. Cllr Morris confirmed that the parameter changes to the battery powered SID did seem to be extending the time between battery changes. The Clerk advised Cllr Morris that the new replacement batteries were now available for collection from the office.

**Action: Cllr Morris to collect new SID batteries from the Parish Office.**

**n. Defibrillators.**

No comments.

**o. Street Lamps.**

No comments.

**15. Date & Time of next meeting is the 4 May 2021 at 7pm.**

NB Cllr Woollas advised that guidance should be sought from LALC regarding the requirement to hold the Annual Parish meeting this year. The Clerk agreed to make enquiries with LALC.

**16. Closing Statement from outgoing Chairman.**

Cllr O’Sullivan advised that he had thoroughly enjoyed the last 5 years on the Parish Council as a Cllr, Vice Chairman and most recently as Chairman. He praised the Council for their hard work and dedication to quickly getting issues resolved and thanked fellow Cllrs for their support.

**17. Closing statement from Vice Chairman.**

Cllr Gunning advised that it had been a pleasure to work with Cllr O’Sullivan and proposed a vote of thanks & wished him all the best for the future.

The Chairman thanked all present for their participation and declared the VIDEO LINK meeting closed at 20.50 pm.

Minutes Accepted: ..... Chairman Date: .....