

NAVENBY WITH SKINNAND PARISH COUNCIL MEETING MINUTES

Date/ Time: **Tuesday 18th June 2024** at 7.00 pm.

Location: The Parish Office @ The Venue, Navenby.

Present (Cllrs): Mr T Everett (Chairman); Mr K Gunning (Vice Chairman); Mr M Burt; Mrs Watson; Mrs E Carless; Mr K Lamyman; Mr C East.

In Attendance: Ms S Letham (Parish Clerk)

Absent/Apologies: Mr I Standen, Mrs H McFaul & Mr Watts.

1. Chairman's - Welcoming Remarks

The Chairman welcomed everyone to the meeting. He gave a short brief on the success of the Music Festival and invited ideas for future events. Work was ongoing to look at the possibility of holding a Fireworks event.

2. Public Session

One resident in attendance and the following matter was raised:

Allotments – the resident advised the PC that the gate post was broken. The Clerk advised that NKDC was already dealing with the issue and that a replacement was being procured.

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.

Absences - Mr I Standen, Mrs H McFaul & Mr A Watts.

Declaration of Interests – None.

4. To consider and sign the minutes from the previous Parish Council Meetings, held on Tuesday 7th & 21st April 2024.

It was proposed by Cllr Gunning and seconded by Cllr Carless and therefore **RESOLVED** that the minutes from the previous Parish Council meetings held on 7th & 21st May 2024, should be accepted as a true record of the meeting. NB All Cllrs voted in favour of the motion.

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

It was proposed by Cllr East and seconded by Cllr Burt and therefore **RESOLVED** that all expenses listed in Appendix A were authorised. Cllr Gunning advised that he'd approve the payments on the Bank. NB All Cllrs voted in favour of the motion.

6. To consider updates from District/County Councillors.

Cllr Hagues – in attendance. Newsletter supplied prior to meeting.

Cllr Overton – not in attendance. Newsletter supplied.

7. To consider updates from local police.

No report from the Police to discuss.

8. To consider Planning Matters

a. **Planning Applications – 24/0583/FUL** Land East of High Dyke & Jubilee Way development of 34 houses, Cllr Gunning reminded everyone that the PC had met with Lindum to discuss their proposal, completed an online survey and submitted a letter of objection based on the location of the development site and the already stretched village infrastructure. Despite the latter, the company have continued to proceed with their plans. **24/0635/VARCON 2** Manor Farm – alterations of existing development, no objections.

b. **Correspondence** – None.

c. **Tree Conservation** – None.

9. To consider correspondence.

LALC Weekly Newsletter – invitation to attend the LALC Summer Conference at Belton Woods Hotel on Wednesday 24th July 2024. Cllrs McFaul, Carless & Everett all expressed an interest and agreed to let the Clerk know their availability.

10. Annual Governance & Accountability Return (AGAR) 2023/2024:

a. To read out, fill in and sign Section 1 – Annual Governance & Accountability Return AGAR 2023/2024. Read out and signed by the Responsible Finance Officer (RFO), as well as signed by the Chairman.

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b. To accept and sign Section 2 – Accounting Statement 2023/2024 of the AGAR. Proposed by Cllr Carless and seconded by Cllr Watson and therefore **RESOLVED** to accept Section 2 of the Accounting Statement. Signed by the Chairman and the RFO.

c. To accept Statement of Accounts and authorise the Chairman to sign them. Proposed by Cllr Burt and seconded by Cllr Carless and therefore **RESOLVED** to accept the Statement Accounts. Signed by the Chairman and the RFO.

11. Updates from Portfolios Holders:

a. Cemetery

Grounds maintenance – complaints from residents. Cllr Gunning advised that several complaints had been received about the standard of grounds maintenance (GM). After discussion, it was agreed that due to current weather conditions additional GM would be required. The Clerk was asked to obtain quotes from local contractors for the additional work. Cllr Gunning invited Council members to join him on a visit to the cemetery, in order to see the current issue of memorial stones in disrepair and grave sinkage.

Actions: The Clerk to obtain GM quotes for the extra work required in the Cemetery. Cllr Gunning to arrange a visit to the cemetery.

b. Highways

Community Speed Watch (CSW) – Cllr Burt advised that he was awaiting training so that he could directly train local CSW volunteers. He also confirmed that he had taken over the SID Data downloading task from Cllr Watts.

c. Navenby Car Scheme

Cllr Watson advised that the Car Scheme Co-ordinator was now well enough to restart the service. The car scheme insurance is due renewal in October and Cllr Watson suggested that it would be a good time to look at whether or not the service be continued.

d. Play Areas

Approval of quotation for the removal of the slide cabin at Twenty Row Play Area for the sum of £450 exc VAT. It was proposed by Cllr Burt and seconded by Cllr Gunning and therefore **RESOLVED** that the quote from CPM Joinery for the sum of £540 inc VAT be accepted. NB All Cllrs in favour of the motion.

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Removal of graffiti from play equipment – Cllr Lamyman requested that a suitable product be purchased prior to the next ROSPA visit. The RFO took an action to find a specialist cleaner for graffiti.

Action: The RFO to source a graffiti removal cleaner.

e. Schools House Trust (SHT).

Nothing to report.

f. Library

Consideration of a proposal to charge the library an annual rental or utility fee. The RFO advised that the library already contributed £500 per annum. After discussion, it was agreed that the RFO would review the income and expenditure figures for the first quarter of the FY. Cllr Burt advised that he'd like to reassess the proposed expenditure as per the FY 24/25 budget forecast v's actual expenditure to end of June 2024.

Action: The RFO to produce an EDGE comparison report and circulate to all Councillors. Cllr Burt to review actual expenditure v's proposed expenditure for FY 2024/25.

g. WEBSITE/IT

Cllr Carless gave an update on activity on the NPC FB page and the ongoing work to improve the Parish Councils Website page. The Clerk advised that she was now in contact with LALC regarding the transfer of web services from James Bell to the LALC Web Master.

h. VENUE Trustee Chairman

Update on Progress of Community Consultation Contract – the Chairman advised that a meeting had taken place recently with the Consultant and that the next event at the Venue (open day) would be held on 21st July 2024. The Consultants final report & recommendations are due by 15th July 2024.

Update on Car Accident damage to the Venue building – Cllr Gunning advised that the Contractor who built the Venue was looking to commence the main repair work w/c 1st July 2024. The Venue staff would try to minimize any disruption to customers.

Proposal to purchase & install solar panels on the Venue roof – Cllr Standen to update at the next meeting.

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i. Community Wellbeing inc Youth Club

Youth Club – None.

Youth Café – None.

Bench @ the Village Green – the Clerk advised that complaints had been received regarding the mess pigeons were making on the bench. After discussion, it was agreed that Cllrs East & Watson would clean up the bench and trim the tree branches directly above the bench at the weekend. The Clerk advised that she had asked Wheelie Clean Services to check the bench once a month and if required to give it a pressure wash.

Standard of Grounds Maintenance @ the Village Green – the Clerk advised that complaints had been received about the standard of grass cutting. After discussion it was agreed that the Caretaker would check the site once a week and if necessary, tidy up.

Actions: Cllrs East & Watson to clean the bench and tree the branches above the tree. The PC Caretaker to check the village green every week.

j. Speed Indicator Device (SID).

Already covered under item 11b.

k. Defibrillators.

Cllr Gunning advised that the replacement of all 3 defibrillators would need to be considered at the next budget review for FY 25/26. Approximate replacement cost was estimated at £2K each.

l. Street Lamps.

None.

The Chairman thanked all present for their participation and declared the meeting closed at 20.45 hrs.

12. Date & Time of next meeting is the 9th July 2024 at 7.00pm.

Minutes Accepted: *Original Signed T Everett* Chairman Date: 9th July 2024