

NAVENBY WITH SKINNAND PARISH COUNCIL MEETING MINUTES

Date/ Time: **Tuesday 3rd December 2024** at 7.00 pm.

Location: The Parish Office @ The Venue, Navenby.

Present (Cllrs): Mr M J Burt (Chairman); Mr K Gunning (Vice Chairman); Mr A Watts; Mr R Baker; Mrs L Rooney; Mr Lamyman; Mrs J Thompson Burt; Mrs H McFaul; Mr C Mills; Mrs E Carless & Mr C East

In Attendance: Ms S Letham (Parish Clerk)

Absent/Apologies:

1. Chairman's - Welcoming Remarks

The Chairman welcomed everyone to the meeting.

2. Public Session

There were 2 residents in attendance.

Bike Pump Track - Mr A Ewen gave a short brief on his suggestion of installing a Bike Pump Track on the John Cutforth playing field. The track would be approximately 50m x 50m and consist mainly of soil. He envisaged using as much recyclable materials as possible as well as volunteers to construct the track. After consideration the Council asked that Mr Ewen liaise with Eagle PC who had installed a bike track and provide some more details at the next PC meeting.

Action : Mr Ewen to speak to Eagle PC and obtain more details about their bike track and report back at the next PC meeting.

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 - None

Declaration of Interests – Cllr Lamyman iro development of land adjacent to Jubilee Way Navenby.

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4. To consider and sign the minutes from the previous Parish Council Meeting, held on Tuesday 5th November 2024.

It was proposed by Cllr Thompson-Burt and seconded by Cllr East and therefore **RESOLVED** that the minutes from the previous Parish Council meetings held on 5th November 2024, should be accepted as a true record of the meeting. NB All Cllrs voted in favour of the motion. The Clerk confirmed that there were no outstanding actions.

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

After consideration, it was proposed by Cllr Mills and seconded by Cllr Carless and therefore **RESOLVED** that all expenses listed in Appendix A were authorised. NB All Cllrs voted in favour of the motion.

6. To consider updates from District/County Councillors.

Cllr Hagues – in attendance. Newsletter supplied.

Cllr Overton – in attendance and briefed on the following:

New Solar Developments planned for Leadenham, as well as Brant Broughton.

Fosse Green Solar Proposals – concerns have been submitted and the petition is still ongoing. Posters, banners and letters to MPS & the District Council are still urgently required.

Devolution Deal will go ahead on the 1 May 2025.

Rural Support Grant of £200K being taken away.

Additional funding for Adult support effectively taken away by additional Employers NI contributions.

Cliff Villages protect group – Current Chairman to stand down, a replacement is being sought.

7. To consider updates from local police.

None.

8. To consider Planning Matters

a. **Planning Applications** – no Comments.

b. **Correspondence** – no comments.

c. **Tree Conservation** – no comments.

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9. To consider correspondence.

None.

10. Christmas market & Lights 2024 – consider and approve £8 per stall subsidy for 29 stalls, total donation £232.

Consideration and approval delayed until next meeting due to queries with the number of stalls. Cllr McFaul took an action to speak with the RFO to clarify numbers.

Action: Cllr McFaul to contact the RFO to confirm number of stalls.

11. Closure of St Peters Churchyard – consideration of possible request to takeover maintenance responsibility for the ground’s maintenance following closure.

The Chairman advised that a recent letter from the Ministry of Justice had informed the PC that closure process had commenced with the issue of a formal notice. At the same time the PC was advised that if it did not wish to take over responsibility for maintenance of the Churchyard then it would need to ensure that this was discussed and minuted via a PC meeting. After discussion, it was proposed by Cllr Gunning and seconded by Cllr Carless and therefore **RESOLVED** that any maintenance request on NPC be rejected on the grounds of available funds. NB Ten councillors voted in favour and one abstained.

Action: The Clerk to write to the Ministry of Justice and confirm how long the closure process will take to complete and to check when the last cremains had been interred in the churchyard?

12. Updates from Portfolios Holders:

a. Cemetery

Budget for FY 25/26 – Cllr Gunning advised that his budget submission would be an estimate based on the income and expenditure currently received and expended in FY 24/25.

b. Highways

Community Speed Watch (CSW) – the Chairman advised that there were only a few volunteers remaining to staff the scheme. A new advert had been placed in the Graffoe LINK and it was hoped that might attract some new volunteers. Cllr Thompson-Burt asked why people were leaving? The Chairman advised that he was not aware of individual’s reasons, however he would seek an answer from the schemes Co-ordinator and report back at the next meeting.

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Action: The Chairman to speak to the CSW Co-ordinator and ascertain why so many volunteers had left the scheme.

Maidenwell Lane Junction – the Chairman advised that he had met with Richard Fenwick from LCC Highways to discuss the issue of poor visibility when emerging from the junction onto the High Street. On the day of the visit, they were able to see delivery vehicles blocking the view. Following the visit, LCC had submitted a proposal which the Chairman handed round the Council members. The Clerk took an action to forward the e-mail onto all members following the meeting. Once agreed, the Chairman was to write to LCC and to all residents who had expressed concerns about the junction.

Action: The Clerk to circulate the LCC proposal to all Council members. Once agreed, the Chairman to write to LCC accepting the proposal and to draft a response to all residents who had expressed concerns.

c. Navenby Car Scheme

The Chairman advised that he had formally written to the NCS Co-ordinator and advised that because of a range of administrative shortfalls the NPC no longer wished to support the scheme. However, residents would be able to utilise a new scheme being launched by LCC. Currently the scheme administrators were making progress with recruiting local drivers, but experiencing problems with contacting Navenby surgery to make them aware of the service. Cllr Thompson-Burt (recently retired from working in the NHS) offered to take an action to contact the Practice Manager.

Action: Cllr Thompson-Burt to contact the Cliff Villages Surgery Practice Manager to advise on the new LCC Assisted Travel Scheme.

d. Play Areas

2024 ROSPA report for North Lane & Twenty Row Play Areas – Cllr East advised that he would have to extend the timeline for completion of the ROSPA repairs until the end of February 2025.

New slide for Twenty Row Play Area – After discussion it was agreed that Cllr McFaul would liaise with the Parish Office regarding the most suitable slide to be purchased from the short list she provided last month. The Clerk asked Cllr Lamyman if he could source a Contractor to install the slide?

Action: Cllr McFaul to liaise with the Parish Clerk over the most suitable slide to purchase. Cllr Lamyman to source a Contractor to install the slide.

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e. Schools House Trust (SHT).

No comments.

f. Library

No comments.

g. WEBSITE/IT

No comments.

h. VENUE Trustee Chairman

Bowls Club – the Chairman advised that he had met with the Chairman of the Bowls Club and discussed the need for a new SLA and an increase in the annual rent. Because the Bowls Club membership numbers are low, any increase would have a significant impact on their finances and viability going forward. It was agreed that the PC Chairman would draft a revised SLA for their consideration and forward in due course.

Action: The PC Chairman to issue a revised draft SLA to the Navenby Bowls Club.

To consider a quotation regarding the Venue Pavilion drain repairs – the Chairman advised that following the e-mail which had sought the Council’s approval in principle to the emergency drain repairs they still needed to formally vote on the expenditure. After consideration of the quotation, it was agreed that more repairs were required than previously thought and it was proposed by Cllr Thompson-Burt and seconded by Cllr Carless and therefore **RESOLVED** that the sum of £6425 be approved for the drain repairs. The RFO to advise the Contractor that the work had been approved.

Action: The RFO to advise ROC Construction that the quotation had been approved.

NJFC – the Chairman advised that he was currently drafting a letter to the Chairman of NJFC in respect of revising the SLA and the annual rent. Additionally, he would also be mentioning the continuing issue of parking at the Venue during football festivals and when there were events on at The Venue. Discussion took place regarding the rent increase and it was agreed that the club should be billed for all utilities that it used and that the increase was calculated on actual costs with an element for profit. Cllr Mills offered to liaise with NJFC to see if a solution for the parking issue could be found.

Action: Cllr Mills to liaise with NJFC representatives regarding the problems with parking.

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Venue Staff Contracts – the Chairman advised that he was drafting a letter regarding clarification on the Venue Custodian Trustee/Management Committee & PC Councillor roles. The latter was required in order to address the issue of whether or not the PC should be the Employer of the Venue staff or the Navenby Playing Field Association. Once a response had been received back from the LCC Legal Team & LALC he would update the PC accordingly.

Vacancy for Events Co-ordinator – the Chairman advised that himself and Cllrs Gunning & Watts had now interviewed the 2 candidates who had applied for the vacancy. Both candidates had been found suitable and it had been proposed that they do a job share with an increase in hours up to 60 (30 each) per month. Both candidates accepted the proposal and the offer of the position pending issue of a formal Contract. A meeting was to be held later in the week to discuss the roles in more detail with a view to employment commencing in Jan 25. The Chairman apologized to Council members for not having updated them with progress and for not having sought approval to a job share and an increase in hours. After discussion, all members not involved in the interview process agreed with the decisions taken and welcomed the offer of being sent all the interview paperwork. The Chairman advised that he had sought guidance from LALC regarding the employment of a PC Cllr/Venue Trustee and a response was awaited.

Action: the Chairman to forward copies of the interview paperwork to all Cllrs not involved in the interview.

Finances – Cllr Baker advised that he had prepared a draft Budget for the Venue and circulated copies around the meeting. He expressed concerns about the employment of an additional 2 staff members and the opportunities to bring in enough revenue thru events to pay their salary as well as a profit. He proposed that a sum of £10K be put into the PC Budget in order to support the Venue in the next FY.

i. Community Wellbeing inc Youth Club & Youth Cafe

None.

j. Speed Indicator Device (SID).

The Chairman advised that he had been changing the batteries as required, but that he had not been able to do any downloads in recent months.

k. Defibrillators.

None.

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I. Street Lamps.

Cllr Gunning advised that our current price for the unmetered supply of electricity from Npower was twice as much more than had been paid last year. Until such times as a better deal could be sought, the current price would have to be used for FY 25/26 budgeting purposes.

The Chairman thanked all present for their participation and declared the meeting closed at 21.05 hrs.

13. Date & Time of next meeting is the 7th January 2025 at 7.00pm.

Minutes Accepted: *Original Signed M J Burt* Chairman *7 January 2025* Date