

**Minutes of the Annual Meeting of the Horbling Parish Council held on Thursday, 16th May 2019 at 7.30pm in the Meeting Room, Horbling**

Present: Miss L Brown Chairman  
Mr M Jackson  
Mrs. J. Wesley  
Mr A Daubney  
Mr J Gale

Parish Clerk: Mr I Sismey

**1329.394.19 Appointment of Chairman**

The clerk explained to the members that this was the start of not only a new Council year but also the beginning of a new 4 year term. The following members had been returned unopposed following the recent local elections:

Cllr Miss L Brown, Cllr M Jackson, Cllr M Kierstan, Cllr Mrs J Wesley

The Clerk asked for nominations for the position of Chairman.

**Proposed M Jackson, Seconded J Wesley**

**RESOLVED: That Cllr L Brown having agreed and their being no further nominations be elected Chairman for the year 2019/2020.**

At this point Cllr L Brown duly signed her declaration of office.

**1330.394.19 Appointment of Vice-Chairman**

Cllr Brown having taken the chair asked the members for nominations for the position of vice-chair.

**Proposed L Brown, Seconded A Daubney**

**RESOLVED: That Cllr M Jackson having agreed and their being no further nominations be elected vice-chairman for the year 2019/2020.**

At this point Cllr Jackson duly signed his declaration of office.

**1331.394.19 To Receive /Approve Reasons for Apologies for Absence.**

Apologies with reasons had been received from Cllr M Kierstan.

These were duly approved by the members present.

### **1332.395.19 Declarations of Interest**

There were no declarations of interest.

### **1333.395.19 To ask if members of the public present wished to speak on any agenda item.**

There were no residents present.

### **1334.395.19 Minutes of last meeting held on Thursday, 7<sup>th</sup> February 2019**

**Proposed L Brown, Seconded M Jackson**

**RESOLVED: For the chairman to sign the notes of the meeting held on the 7<sup>th</sup> February 2019 as a true record.**

### **MATTERS ARISING FROM THE MINUTES.**

**1335.395.19 Asset Register.** This item was deferred due to the absence of Cllr Kierstan.

**1336.395.19 Possible purchase of a de-fibrillator.** The clerk informed the members that he had completed two applications for the possible purchase of a de-fibrillator and was awaiting the outcome of this action.

**1337.395.19 Banking Arrangements.** The clerk informed members of the drawn out process by the bank for dealing with the Parish change of mandate. In anticipation of quickening the process the clerk had taken Cllr Brown to the bank to have her ID checked but had been unable to progress the situation due to the fact that the bank still required sight of Cllr Jackson's ID.

All ID is now with the bank and the change of mandate can go forward. The clerk informed the members that once the mandate had been agreed with the bank he would initiate the possibility of internet banking.

**1338.395.19 PCC use of the meeting room.** The Clerk informed the members that following discussion with Cllr Brown he had sent a letter to the PCC asking them to pay upfront for the block booking they had made. The Clerk had also spoken with Churchwarden Mrs R Price to explain the situation and that the Parish Council would be more than happy to receive a grant request from the PCC to cover the cost of the continuing Coffee Mornings. The Clerk confirmed that the PCC had since paid the Invoice in question.

**1339.395.19 Conservation Update.** The clerk informed members that following discussions with the Conservation Officer Ian Wright, the consultation process was imminent.

**1340.395.19 LALC.** This item was deferred due to the absence of Cllr Kierstan.

**1341.395.19 To confirm the results of the recent local elections and to fill any vacancies by Co-option.** The Clerk had already informed the members of the election results under minute 1329.394.19.

The clerk explained that due to the recent local elections it was not necessary for the advertising of vacant positions.

One candidate had come forward for possible Co-option, Mr J Gale who could not be present at the meeting.

**Proposed A Daubney, Seconded L Brown**

**RESOLVED: To Co-Opt Mr J Gale as a Parish Councillor**

## **CORRESPONDENCE**

**1342.396.19 The clerk produced a list of correspondence for the members to receive:**

- a) **Rural Services Network** – Rural Bulletin 08/05/2019
- b) **LALC** – Weekly update 06/05/2019
- c) **Rural Services Network** – May Update
- d) **Rural Services Network** – Rural Bulletin 30/04/2019
- e) **LALC** – Weekly update 15/04/2019
- f) **LALC** – News Update
- g) **Centrebus** – Timetable changes to local services
- h) **Rural Services Network** – Rural Bulletin 02/04/2019
- i) **Rural Services Network** – Rural Bulletin 26/03/2019
- j) **Rural Services Network** – Rural Bulletin 19/03/2019
- k) **Rural Services Network** – Rural Bulletin 12/03/2019
- l) **NALC** – Chief Executives Bulletin
- m) **LALC** – Weekly Update 29/04/2019

## **FINANCIAL REPORT**

**1343.396.19 To complete the Annual Governance Statement**

The Clerk explained that there was a list of questions on the Governance Statement that needed to be confirmed by the members.

The Clerk provided a copy for each member and asked their agreement with each statement.

**Proposed L Brown, Seconded M Jackson**

**RESOLVED: To approve the Annual Governance Statement.**

**1344.397.19 To receive the signed off accounts from the Internal Auditor**

The various bank accounts held by the Council were discussed and it was agreed that the Scottish Widows account should be closed.

**Proposed L Brown, Seconded M Jackson**

**RESOLVED: To Receive and approve the accounts from the Internal Auditor**

**1345.397.19 Approval of Payments since last meeting**

**Proposed A Daubney, Seconded L Brown**

**RESOLVED: To Approve the schedule of payments provided by the Clerk**

**1346.397.19 Renewal of Insurance**

**Proposed M Jackson, Seconded L Brown**

**RESOLVED: To approve the renewal of the Council's Insurance for the year 2019/2020**

**1347.397.19 Highways Update.** The Clerk reported that following the last Parish Council meeting he had reported the missing dyke markers to Lincolnshire County Council.

**1348.397.19 The Meeting Room and the Plough Inn. General Update and Repointing.**

Following the previous Council meeting on the 7<sup>th</sup> February the Clerk had located the planned maintenance schedule from Banks Long & Co. This was distributed to all members present.

It was agreed that this would be the template for the maintenance of the Plough Inn going forward.

At this point the members decided to leave the meeting room and allow Cllrs M Jackson and A Daubney to conduct an external briefing on the Plough Inn.

The following points were highlighted:

- The issue with the waste area had been partially resolved.
- The problem with regard to the wall climbing weed growth had been resolved by the Parish Council.
- The first phase of the repointing program had been completed and looks good.
- There was a certain amount of criticism from one or two of the residents with regard to the amount of dust produced from the process of removing old mortar. This had been resolved by Cllrs Daubney and Jackson by initiating a wash down of the affected areas.
- It was decided that the builder would continue the work in the same manner as already completed.
- The Pub sign had been completed and erected.
- There was an outstanding problem with the electrics feeding the sign lighting but this was being rectified by Bourne Electrics.

Having returned to the meeting room conversation turned to the internal state of the pub and the ability of the Council to inspect on a periodic basis.

Cllr Wesley reported that for instance the locks did not work in the ladies toilets.

It was decided that the Clerk should provide copies of the tenant's agreement for all Councillors so that they could assess any action they wished to take.

The Clerk brought to the members attention that the owners insurance for the Plough was about to expire and that the renewal cost with Terry Osborne Insurance Services would be £1,172.65.

## **PLANNING APPLICATIONS**

**1349.398.19**

**S19/0163 Mr D Lambert**

**Conversion of outbuilding to annexe with alterations to windows and doors, erection timber outbuilding – 3 Church Lane, Horbling**

**S19/0178 Mr Ward**

### **Erection of detached annexe – 39 Donington Road, Horbling**

The Clerk wished to point out that whilst the Parish Council had raised 'No Objections' to the two applications mentioned above the Council had felt it important that the applicants should be aware that at no time could the annexes be sold as separate dwellings.

Having received the approvals from the District Council the following clause had been inserted:

***'The conversion hereby permitted shall not be occupied/brought into use at any time as a separate dwelling or any purpose other than those ancillary to the residential use of the dwelling'.***

### **1350.399.19 S19/0266 Mr & Mrs Levan**

#### **Internal Alteration to create new opening between drawing room and sitting room**

#### **Horbling Hall, Billingborough Road, Horbling**

The clerk informed members that this was a listed building consent and that this information had been distributed to members during the previous month.

It was agreed that the Parish Council had 'No Objections'.

#### **1351.399.19 To receive reports, if any, by District/County Councillors or Representatives on other Organisations.**

There were no reports to receive.

#### **1352.399.19 To discuss any such information which the chairman may legally bring to the Councils attention.**

a) Marquee, Horbling Beer Festival – Cllr Brown informed the members that she had been contacted by the organisers of the Horbling Beer Festival to ask permission to use the Parish Council Marquee.

After discussion it was agreed that as long as the marquee was collected by them and after use packed away and returned then the Parish Council had no objection to this. Cllr Brown to liaise with both the Plough and the organisers.

B) Departing Council Members – Due to the retirement from Council of both Cllrs Pat Covell and Jill Wesley it was felt by the members that some fitting gift should be purchased to mark the amazing service that both individuals had given the community.

It was discussed that perhaps a collage could be put together of the old photos that the Council had purchased of the parish.

This matter to be resolved over the coming month via email.

C) Bench Refurbishment – Cllr Daubney reported that the five benches in the Parish had not received any maintenance over the past four years and were in need of repainting. As an example Cllr Daubney mentioned that the bench located down Spring Lane required a new timber which he would complete himself. Also that the Parish notice board required varnishing.

It was agreed that Cllr Daubney would resource the refurbishment of these items under the agreement that works under £500 could be completed without any specific approval.

**1353.400.19 DATE OF NEXT MEETING**

It was agreed that the next meeting would be held on Wednesday, 25<sup>th</sup> September 2019, at 7.30 pm.

Signed ..... Chairman

Date .....