

WILLINGHAM BY STOW PARISH COUNCIL

**MINUTES of the MEETING of WILLINGHAM by STOW PARISH COUNCIL
held in the Village Hall on Tuesday 8th May 2018, 8.20pm**

Present: Cllrs D Bingham (Chairman), L Foreman, M Row, D Wain and S Webster

In Attendance: L Brooks-Sleight (Clerk) & 3 residents – who raised their concerns on the Park Farm planning application and that local residents weren't informed about it – What are the PC going to do about it? (all left at closed meeting 2018/66)

2018/48 Apologies for Absence

Cllr Bates sent his apologies & Cllr Butroid (LCC) due to prior meeting

2018/49 Minutes of last Meetings

The Minutes of the Parish Council Meetings held on 10th April 2019 were approved & signed as a true and correct record **Resolved**

2018/50 Declarations of Interest

None received

2018/51 Representatives Report

Crime report for March was sent prior by email from Saxilby Police

2018/52 Clerks Report

- Defib (child's) pads have arrive and are in the cabinet
- Grit bin was ordered & delivered – place in shed
- Wildlife grant application accepted, can proceed with purchases and need to claim with receipts by February 2019, Holly plants to be ordered October ready for planting
- Letter received from the VH, thanking the PC for the grant funding including towards grass cutting which is appreciated.
- VAT - letter received with advice of new online claiming system

2018/53 APM

A well turned out meeting with 15 residents reporting on the village groups. Concerns raised over Park Farm planning application, flooding on the corner of Gainsborough Rd & High St and the way planning applications are advertised to the residents. Clerk to contact HW again regarding the flooding, planning applications for discussion 2018/63b

2018/54 Bus Shelters

Cllrs Webster & Bates volunteered to jet wash bus shelters

2018/55 Data Protection

- a. The latest update received – current legislation from LALC is that local parish councils don't need a DPO but still need to comply to GDPR by following LALC guidelines, updating and approving their policies.
- b. Records Retention Policy – received, approved **Resolved**
- c. Subject Access Request Procedure – received, approved, **Resolved**

2018/56 Cemetery

It was discussed and decided that once the grass had been cut, the 'sinking' graves are to be filled with soil. A date to arrange a tidy up to be set later

Signed:

Dated: 12th June 2018

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2018/57 **Village Walk**

Add to next month's agenda

2018/58 **Best Kept Garden**

Last years winner has agreed to judge the competition end of July, a prize of £15 gift card along with a certificate. Clerk to purchase gift card from B&Q and letter & certificate **Resolved**

2018/59 **Summer Newsletter 2018**

After discussion, it was decided to invite all village groups to write a piece for the Newsletter to be distributed in August along with the Parish Magazine. Clerk to comply a Newsletter and email groups

2018/60 **Scarecrow competition**

The clerk emailed Upton clerk who forwarded to the Horticultural Society regarding their theme and whether Willingham could do the same, awaiting reply. Next month agenda

2018/61 **Highways**

- High Street sign reported as missing on WL website – no reply quote clerk to get quote for new sign
- Clerk reported the blocked drain that causes the flooding on the corner High St & Gainsborough Rd – reply from HW – they will monitor the situation

2018/62 **Correspondence for Discussion/Decision**

- Active Communities Manager (emailed prior) – Clerk to invite to June meeting and pass on Cllr Foreman's details to speak on behalf of the council if he is unable to attend
- Royal Wedding Commemorative Medal for Schools and Councils (emailed prior) – no interest

Correspondence for Information

- WL Notice of Meetings June - September 2018 (emailed prior)
- Rural Vulnerability Service - Fuel Poverty - April 2018 (emailed prior)
- Letter received from Village Hall Committee – received

2018/63 **Planning**

- The following were received from WLDC planning
 Ref: 137448 - Planning application for alterations to form 1no. dwelling, land adjacent to 7 Grange Lane Willingham by Stow -Granted time limit +conditions
 Ref: 137642 - for approval of reserved matters for the erection of 1no. single storey dwelling considering appearance, landscaping, layout and scale, following outline planning permission 136934 granted 8 December 2017, The Nookery, 47 High St – *no comments*
 TPO - Tree Preservation Order Willingham by Stow No1 2017 - the Order relating to 2 oak and 1 beech trees at The Nookery, 47 High Street, Willingham by Stow, has been confirmed without amendment
- How to advertise future planning applications for residents – it was decided to advertise WLDC planning applications/decisions on the PC website; in the Parish Magazine; Willingham's Facebook site and the Willingham Website, so that all residents will be aware of future applications - Clerk to proceed **Resolved**

2018/64 **Finance**

The monthly accounts were approved and signed for payment **Resolved**

100820	Salary April	241.17
100821	Insurance	444.19
100822	Grit Bin & Flags	59.58
100823	VH rental fee	62.00
100824	Internal Auditor fee	28.00
100825	Grass Cutting contract	225.00
Bank Transfer	Defibrillator child's pads	93.94
Total		£1,153.88

2018/65 **Agenda Items for next meeting and to take any points from members**
none

2018/66 **To consider the exclusion of the public and press in accordance with the Public Bodies (Admission to Meetings) Act 1960 s1 (2) due to the confidential nature of the items to be Discussed**

- Clerks appraisal – discussed & signed **Resolved**
- NALC Employment Briefing E01-18/2018-19 National Salary Award - received

The date & time of next Parish Council meeting is confirmed as Tuesday 12th June 2018 at 8pm

Meeting Ends 9.20pm