

## **Branston & Mere Parish Council**

Minutes of the Meeting held at Branston Booths Village Hall

On **Monday 1<sup>st</sup> July 2019** at 7pm.

**Present:** Cllrs. Messrs Adams, Clarke, Cucksey, Lundgren, Naulls, Newman, Ross & Tebb  
and Cllrs Mesdames Catton & Willcox.

**In Attendance:** Clerks - Mrs Stead and Mrs Naylor.

**Members of the Public:** Three.

**Item 1 a) Apologies for absence and reasons given.**

The Council noted and approved the reasons for the apologies of Cllrs Blair, Marchant and Penistan.

**b) Declarations of Pecuniary & Non-Pecuniary Interests.**

Cllr Naulls declared a non-pecuniary interest in the selection of a contractor to replace the fence in the Memorial Garden and expressed no preference.

Cllr Mrs Catton declared a pecuniary interest in a website service contract with Octagon and left the room while the item was discussed.

**Item 2 Public Forum.**

A resident from Station Road suggested an alternative position for a second bus shelter on Station Road that would require less groundwork.

**Item 3 Reports from representatives on outside bodies:**

**a) Police.**

During the period 3/6/19 – 01/7/19 three crimes had been reported:

1 Burglary – Dwelling.

1 Burglary – farm building.

1 Criminal Damage to a vehicle.

PCSO Will Jones had joined the team; replacing PCSO Szaban, one of 18 PCSOs being fast tracked as police constables and removing the threat of further redundancies in this financial year.

**b) County Council.**

Cllr Oxyby reported that Cllr Tony Bridges had been appointed as Chairman. His statement had reported:

- All seven children's homes had been judged as 'good' or 'excellent'.
- Children's Services had been rated as one of the best in the country,
- Adult Social Care had been delivered on budget for the seventh year.
- The Care Quality Commission had rated health visiting as 'good'.
- £900,000 had been invested in a country-wide abuse service.
- 100,000 potholes had been fixed.
- The Eastern by-pass was on track to open in May 2020.
- Lincolnshire Fire and Rescue had been deemed 'good'.
- The Fire and Ambulance services had moved into the new South Park Avenue station. The Police would move into the building in the Autumn.
- A £1.5m grant had been secured to provide superfast broadband to rural communities.
- Landfill had been reduced by 92% since the Energy from Waste plant had opened and supplied power to 140,000 homes
- A consultation on flood risk and water management had begun. LCC was the leading local flood authority.

**c) District Council.**

- Cllr Cucksey reported that there had been 1130 empty properties in North Kesteven in April, including 128 long term. The empty homes project focused on getting properties back into use that had been

- empty for more than two years. He advised that 34 long term empty properties had successfully been brought back into use during 2018, but the process was procedurally complex and lengthy.
- In January 2019, the average house price in North Kesteven had been £207,136; compared to the regional average of £192,757 and the average price in England of £244,567.
- The population of North Kesteven had been estimated as 115,200, of which 59.4% were aged 16-64 years; below the regional (62.4%) and national (62.9) percentages, with 14.7% of the working age population economically inactive (including students, sick and retired people).
- The Business Adviser and the Economic Development Team had supported 203 businesses in 2018/19.
- The number of plug-in vehicles had continued to increase with just over 1,000 in Lincolnshire and 165 in North Kesteven; representing 0.2% of the total number of licensed vehicles.
- Cllr Lundgren reported that the Local Plan was being reviewed because government targets had changed; just two years after it had been adopted. He said that it offered an opportunity to reduce the overall number of new homes, but it was unlikely that ‘popular’ villages like Branston, would see a reduction. He warned that there were proposals to reallocate sites where developers had shown no interest, to the more popular villages. The review also gave an opportunity to firm up regulations associated with development in the countryside and development associated with leisure and tourism.

**d) Community Library.**

- The theme for the Summer Reading Challenge was Space Chase, to celebrate the 50<sup>th</sup> anniversary of the first moon landing.
- There was a programme of activities for children during the holiday including a Build Space in Lego event.
- Arrangements were in place to restack the new bookshelves.
- The Library’s 4<sup>th</sup> birthday would be celebrated on 5<sup>th</sup> October.

**e) Environment Warden Report.**

The report was noted.

**Item 4 a) To resolve that the notes of the meeting held on 3<sup>rd</sup> June are approved as the Minutes.**  
Acceptance of the notes was proposed by Cllr Tebb and seconded by Cllr Ross.

**b) Matters arising from the Minutes for clarification.**

16095 Ref 16056 - Cllr Oxby had advised that the need for HGV signage for Rectory Lane and Silver Street had been added to a long list for investigation.

16096 Ref 16058 - The drive belt on the ride-on used for drag-matting had been replaced. The handyman was trying to source a new battery.

**Item 5 Correspondence:**

**a) Newsletters and Periodic Publications.**

16097 LALC News	No 169.	The e-version had been circulated.
16098 Clerks & Councils Direct	July.	

**b) Letters for information.**

16099 NKDC – Notification that the May Day holiday in 2020 would be moved to Friday 8<sup>th</sup> May to commemorate the 75<sup>th</sup> anniversary of VE Day.

16100 The Youth Club leader had provided an update on recent activities and advised that 2019/20 would be his last year. He said that it would be difficult to find volunteers to take over. He thanked the Council for its support.

16101 A resident had raised concerns about the lack of pedestrian access at Moor Lane Recreation Ground. The Clerk advised that Lovell planned to extend the footpath to the entrance. Pedestrian access would be given further consideration.

**c) NKDC – Local Plan Review Consultation.**

16102 The consultation would run until 18<sup>th</sup> July and invited comment on the policies and amendments needed. Cllr Lundgren suggested that it could have real implications for the village, including the possibility of increasing house numbers and reducing community engagement.

Responses would be submitted by the Parish Council and the Neighbourhood Plan team. Councillors were encouraged to submit individual responses.

**d) NKDC – Electoral Review & Parish Briefing event.**

16103 Cllr Naulls and the Assistant Clerk would attend the briefing and report back.

**Item 6**

**16104 Planning Applications & Tree Applications:**

**a) Planning decisions received.**

Planning permission had been granted on the following applications:

18/0455 Reserved matters for 109 dwellings

Station Road.

19/0596 Two storey rear extension

24 Silver Street.

**b) 18/0455 – To discuss contribution for community facilities from Cyden Homes.**

It had been confirmed that the CIL monies were protected although the details were not on the decision notice. No further action required.

**c) Planning Applications received.**

19/0710 Raise roof to allow rooms in roof space

20 Moor Lane.

*No objections.*

19/0793 Vary condition 10 of approved plans

Bardney Lock Farm.

*No objections.*

19/0798 Single storey rear extension

24 Chartridge.

*No objections.*

**d) Planning Appeal.**

18/1670 Change of use – Agricultural building to dwelling

Sycamore Close.

It was agreed that nothing had changed and the previous objections remained.

**e) Tree Application Decisions received.**

19/0641 To crown lift to 2.5m a line of trees over Taylor Wimpey site

41 Silver Street.

Approved.

**f) Tree applications received.**

There were no new applications.

**Item 7 Other Reports:**

**a) Report from extraordinary meeting and update on the Pavilion project.**

16105 The notes had been circulated and their acceptance was proposed by Cllr Lundgren; seconded by Cllr Mrs Willcox. Cllr Ross reminded members of the proposal put forward to seek match funding for a standalone, new-build, community venue at Moor Lane and refurbishment of the current Pavilion for sports use. He said that LK2 had been asked to provide a plan for consideration.

**b) Update on speed reduction measures.**

16106 Galliford Try did not have street work accredited operatives.

An estimate had been provided to install four pairs of gates from an accredited contractor. The Chairman said that further quotes would be sought and the LCC licences for structures in the Highway obtained.

16107 The Chairman advised that the chosen Unipart speed devices exceeded the size for mounting on street lighting and additional posts would be required at further expense, expected to be £800 - £1,000 per post.

An alternative speed device within the size limit was available from Swarco. Two devices fitted would be £6,648.

Cllr Tebb proposed and Cllr Clarke seconded proceeding with the Swarco equipment. The Chairman & Clerk would complete the licence applications.

**c) To consider & approve the Library Agreement.**

16108 It was resolved to sign the agreement for the previous four years. A new agreement would be drawn up for the next period; adding the Parish Council Chairman to section 2.2 and confirming the term of the agreement.

**d) Update to Skate Park repairs.**

16109 Cllr Tebb and the Assistant Clerk had met with Lovell to discuss reducing the gradient of the mounds by adding soil and filling in the area between the runs. The work was expected to take 3 weeks and would be carried out in October/November. The skatepark would be closed and fenced off for the duration and tracking

could be required. The Lovell director's decision on the cost to the Parish Council would be advised by the end of July.

**e) Plans to improve Memorial Garden boundary & replacement fence.**

16110 The resident at the Old School House had agreed to remove the overgrown conifer hedge and three quotes had been obtained for a replacement fence on the boundary. The quote for a Paling fence with concrete posts and gravel boards was the preferred option. The quote from Ted Flintham for £1,800 included the disposal of the old fence. Proposed by Cllr Ross; seconded by Cllr Clarke.

**f) Update on requests for bus shelters at Branston Booths & Station Road.**

16111 LRSP had reconsidered the request for a second bus shelter at Branston Booths. They continued to oppose a shelter near the signpost, because it could lead to late braking and rear shunts but had agreed to a shelter on the paved area just beyond the junction. Highways had agreed.

Quotes for a matching shelter would be obtained and an application for funding submitted.

16112 The resident's suggestion for another shelter on Station Road would be looked at and sent to LCC for consideration.

**g) Feedback on training & the condition of play equipment.**

16113 The Assistant Clerk and Handyman had attended training for routine inspection of play equipment. Re-visiting the play areas; the Assistant Clerk suggested that the play area at Branston Booths was tired and uninviting. Gaps in the safer surfacing were being dealt with but there was no surfacing under the climber. Some re-painting was needed at Lincoln Road and the ground was compacted under the log climber. The last inspection had suggested a HIC review. The two pieces of play equipment moved to Moor Lane appealed to older children, but the site lacked anything for 2 to 10-year olds. All sites required signage with a point of contact and the wordy sign listing prohibited activities was negative.

The annual inspection by the Play Inspection Company was due in October. Their recommendations would be considered in November.

16114 Cllr Ross agreed to look at the possibility of adding play equipment for younger children at Moor Lane.

**h) Update on the Neighbourhood Plan.**

16115 Cllr Lundgren said the 'health check' had been carried out by AECOM and the consultants were looking at the recommendations. He said that the Local Plan review had implications for Neighbourhood Plans, but the decision had been made to proceed as planned, rather than wait for the review to be finalised.

**i) Emergency Plan update.**

16116 Cllr Tebb reported on the successful training exercise to convert the Village Hall into an Emergency Support Centre. Valuable information had been gathered on how the plan needed to develop and additional equipment required.

The team had been approached to help in the aftermath of the flooding at Wainfleet, showing the credibility of the plan; a credit to Cllr Marchant.

**j) Update on arrangements for the Beer Fest.**

16117 Cllr Clarke reported that the plans and timelines were in place. Finding more volunteers, sponsors and the Eventbrite ticket sales going live were crucial.

**k) To confirm the purchase of picnic benches at Waterwheel Lane.**

16118 The Chairman proposed octagonal tables to seat 8, priced at £595 each. It was resolved that two would be purchased and fitted by the handyman.

**l) To confirm arrangements for a dog waste bin at Branston Booths.**

16119 Highways had agreed in principle to a bin on the verge on Moor Lane. They would need to approve the type of bin, provide a licence and the post would have to be fitted by an accredited contractor.

The Assistant Clerk was asked to contact the landowner for permission to install the bin on an existing post marking the field boundary.

**m) To confirm arrangements to promote the Facebook page.**

16120 The Assistant Clerk confirmed that the Facebook competition was live. The prize would be awarded at 350 *likes*.

**Item 8 Governance Review –**

**a) Risk Assessment.**

16121 There was nothing to add.

**b) To confirm arrangements for the website & ongoing system security.**

16122 Octagon had established an identical website on a new domain with an automatic redirection from the old domain. Three suggestions had been offered for ongoing security and maintenance.

Cllr Lundgren proposed and Cllr Clarke seconded option 3 for Octagon's managed back-up and security service at £10 per month.

The new domain name was licensed to the Parish Council.

**c) To consider the Charity deeds and the Tennis Club's need for welfare facilities.**

16123 The documents were considered and understood to allow the Parish Council, as Trustees, to change the use of the piece of land to site a toilet for the Tennis Club. The Clerk was asked to seek confirmation from the Charity Commission. Any legal expenses to draw up a three-way agreement would need to be covered by the Tennis Club.

**d) To appoint Cllr Mrs Penistan as representative on the Village Hall Management Committee.**

16124 Cllr Ross proposed and Cllr Clarke seconded the appointment.

**Item 9 Finance:**

**a) To approve payments to be made.**

16125 Approval of the payments was proposed by Cllr Newman and seconded by Cllr Tebb.

T Mobile	Mobile Tariff	11.29
Staff payments	Wages & Expenses	4273.51
HMRC	Tax & NI	652.79
NEST	Pension	316.46
Michael Cummins	Environment Warden	210.00
LALC	Playground inspection course exp	21.60
NKDC	Lotteries Licence	20.00
Octagon	SSL certificate & website recovery	172.74
Nelstrop Farms	Fertilizer only	362.88
Technical Surfaces	Astro service	426.07
HAGS	Play repair	270.00
Buildbase	Drain cover & wood stain	56.76
Hill Holt Wood	Jungle service	168.00
CB Ground Maintenance	Grass cutting	667.75
	Total Payments.	7629.85

It was agreed that the clerk would circulate accounts for payment on 5<sup>th</sup> August for payment during the recess.

**b) First Quarter report.**

16126 The report had been circulated.

No concerns were raised but it was noted that the replacement of both lights at the Moor Lane car park could result in an overspend under *Repairs & Maintenance*.

**Item 10 Unresolved Issues not covered:**

**a) Cycle path provision – Lincoln Road & Mere Road**

**b) Co-op car park issues.**

**c) GP provision in the parish.**

**d) Progress report on an Outreach Post Office service.**

**e) Branston Booths dyke & fence.**

16127 There were no updates on these issues other than a plan to meet a contractor to consider ways to resolve the problem at the Branston Booths play area.

**Item 11        Items for information**

16128 Cllr Lundgren reported that there had been another accident at the junction of Moor Lane and Potterhanworth Road and suggested that the Road Safety Partnership be asked to look at the lay out and visibility at the junction.

16129 Cllr Clarke said that visibility at the Moor Lane crossroads was restricted by overgrown verges.

16130 Cllr Clarke said that lighting was needed for the BBF marquees. Cllr Marchant was sourcing lights that could also be used for other events and be kit for the Emergency Team.

16131 Cllr Tebb asked for an agenda item to consider reducing the Council's use of single-use plastic; using bottled water as an example.

16132 Cllr Cucksey asked for Highways to be made aware of surface water flooding in Park View Avenue at the Lincoln Road junction.

16133 Cllr Lundgren suggested adding the Youth Club to Unresolved Issues and the October agenda to consider what help could be given to ensure its continuation beyond 2020.

The meeting closed at 9.20pm.