

## **Branston & Mere Parish Council**

Minutes of the Meeting held at the Pavilion, Moor Lane, Branston on  
**Monday 3<sup>rd</sup> June 2019** at 7pm.

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

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

There were no declarations of interest.

**Item 2 Public Forum.**

No issues were raised.

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

**a) Police.**

During the period 13/05/19 – 03/06/19 four crimes had been reported:

3 Thefts – Mobile phone, bottle of wine & 2 quad bikes.

1 Damage to a motor vehicle

**b) County Council.**

No report was available.

**c) District Council.**

- Cllr Cucksey reported that the Local Discretionary Business Rate Relief Scheme recognised the challenges faced by local business and had identified 240 businesses entitled to discretionary relief in 2019/20.
- North Kesteven had achieved 99.08% in-year collection of Council Tax for 2018/19.
- The in-year collection of Business Rates had been 99.42%.
- The Supreme Court would decide whether to hear the appeal to allow ATMs to be charged separate Business Rates. If allowed, it would be about 2 years before the decision was known.
  - Cllr Lundgren reported that a lot of councillor training had taken place during the month.
  - He confirmed that work to Bardney bridge was progressing and the temporary arrangements for buses working well.

**d) Community Library.**

New shelving and furniture would be installed on 5<sup>th</sup> August. The Library would also be closed from 2<sup>nd</sup> August for preparation.

**e) Environment Warden Report.**

The work carried out by the Warden was noted.

**Item 4 a) To resolve that the notes of the meeting held on 13<sup>th</sup> May are approved as the Minutes**

Acceptance of the notes was proposed by Cllr Ross and seconded by Cllr Blair.

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

16056 Ref 16021 – There had been no response from LCC on the issue of HGVs using Silver Street.

16057 Ref 16023 - LCC had advised that the traffic light settings had been adjusted between 4.10pm and 6pm to allow the maximum 50 second green light on the High Street to avoid tailbacks.

16058 Ref 16044 - The handyman had suggested that the fault with the ride-on mower was the hydraulic trans-axel but had stripped it down and found that the drive belt was worn. It will be replaced and tested.

**Item 5 Correspondence:****a) Newsletters and Periodic Publications.**

16059 Glasdon brochure.

**b) Letters for information.**

16060 Details of the B1188 closures from 22 June to 16 September to allow installation of street lighting, kerbing and surfacing of the roundabout.

16061 Thanks from the Croquet Group for use of the roller.

**c) NKDC – Clarification on CIL.**

16062 Further advice indicated a potential CIL payment of £230k in total for the Station Road development. With a Neighbourhood Plan, the Parish Council would be entitled to claim 25% (£58k) in two instalments - 25% on commencement and 75% within 12 months.

**d) NKDC – Heritage Grant Scheme.**

16063 The scheme offered grant assistance of £1000-£2500 for work on historic buildings, both residential and commercial, to preserve and enhance heritage.

**e) LALC - Invitation to attend Conference & AGM.**

16064 A two-part event featuring workshops and the AGM. Cllr Marchant put himself forward.

**f) Resident – Request for permission to use metal detector.**

16065 A request had been received for Waterwheel Lane. After discussion it was agreed to allow with care. They would be required to only use a small trowel and replace as found. Anything found would be subject to the Treasure Act 1996.

**Item 6****16066 Planning Applications & Tree Applications:****a) Planning decisions received.**

Planning permission had been granted on the following applications:

19/0298 - Single storey rear extension	Inglemere House Potterhanworth Booths.
19/0325 - Single storey sunroom	Mere Oaks Cottage, Potterhanworth Booths.
19/0479 - Single storey side & rear extension	28 Magnolia Close.

Planning permission had been refused on the following applications:

19/0189 - Agricultural storage building	South of Potterhanworth Road.
19/0469 - Detached bungalow	Rear of 36 Beech Road.

**b) Planning Applications received.**

19/0534 - Storage building	Rushfield Lakes, Station Road, Potterhanworth.
----------------------------	--

*This application is on agricultural land and its purpose appears to relate to agricultural use.*

*However, Branston & Mere Parish Council has concerns that this is part of extensive, long term plans, not linked to agriculture, that could create an issue with the volume of traffic and access to the site and affect neighbouring villages. Development as a leisure outlet would introduce other implications, including sewage disposal, that would be of concern.*

19/0667 – Single & 2 storey rear extension	87 Heathfield Avenue.
--	-----------------------

*The Parish Council has no objections to the proposals providing that the roofline and materials used are the same as the existing structure to maintain continuity and blend in with the current street scene.*

**c) Tree Application Decisions received.**

18/1728 - Crown reduction & reshaping to 4 trees	Sycamore House, Hall Lane.
19/0035 - Reduce height of 2 Silver Birch	2 Springfield Close.
19/0156 - Work to Ash trees including to fell 3	Land at end of Woodside & Deansway.

*The work was approved. The felled trees must be replaced.*

19/0312 - Pollard Horse Chestnut	41 Silver Street
----------------------------------	------------------

19/0343 - Fell 1 and reduce height & spread of 2 sycamores	27 Villa Close.
--	-----------------

*Restricted to 2m height & spread reduction. The felled tree to be replaced.*

19/0419 - Crown lift & limb removal to Ash tree	29 Sleaford Road.
---	-------------------

**d) Tree applications received.**

There were no new applications.

**Item 7 Other Reports:****a) To agree the way forward for the Pavilion project.**

16067 Cllr Ross said that LK2 were willing to attend a meeting but had nothing new to add until a decision was made on the way forward. A meeting was scheduled and an invitation would be extended to the user groups.

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

16068 The Chairman advised that assistance to install the gateways had been requested from Galliford Try. A price had been requested from a Street Work accredited person.

16069 Advice had been received from LCC that speed devices not exceeding 0.3m<sup>2</sup> could be mounted on lamp posts at a cost of £200 + VAT. The Chairman would confirm suitable devices.

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

16070 The Chairman said that he and Cllr Ross had met the Academy manager to discuss the draft agreement. Cllr Lundgren suggested a further addition and signing the agreement was deferred. A new agreement would be required in October. The Chairman confirmed that a 6-month notice period was required by both sides.

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

16071 An update on the planned repairs was expected from Lovell. The item was deferred until the details were known.

**e) Report back on Memorial Garden boundary & benches**

16072 The Chairman and Clerk had met the resident to discuss the boundary. After discussion, it was agreed that the offer to replace the fence could be made if the trees were removed but public money could not be used towards the tree felling.

16073 The refurbishment of the bench donated by a local family had not yet been done but was still planned (Ref 15738). The success of the refurbishment would determine the treatment of the other two benches.

**f) Report back on meeting with LCC to site a bus shelter at Branston Booths.**

16074 The meeting had taken place and the Officers would refer back to LRSP on siting a bus shelter on the ground vacated by the telephone box. Confirmation had been given that grants were still available.

16075 The bus stop on Station Road had been inspected to consider the possibility of a bus shelter. The Officers would refer to the Design Team on a way to safely incorporate the concrete steps.

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

16076 Cllr Lundgren reported that the Plan had been sent to AECOM for an independent health check to ensure that the policies were clear and accurately worded. It would then go back to NKDC for the final check to confirm compliance with Neighbourhood Plan policy and the Local Plan before setting the date for the referendum. He said that a recent rule change meant that Neighbourhood Plans became operational from the point of a successful referendum.

**h) Emergency Plan update.**

16077 Cllr Marchant said that the team had 71 volunteers, including 5 local farmers and 17 tractors. A training event had been scheduled at the Village Hall ahead of an exercise at the Resilience Conference in July.

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

16078 Cllr Marchant gave a brief update on progress and appealed for volunteers to help on the day. He had enrolled with LCC for Event Training.

**j) To consider the purchase of picnic benches at Waterwheel Lane.**

16079 The Assistant Clerk had researched picnic benches. It was agreed that the final choice be delegated to Cllrs Naulls and Ross. It was agreed that the shortfall on the Waterwheel Lane budget line would be covered by the amount earmarked for the Community Site.

**k) To consider the addition of a second dog waste bin at Branston Booths.**

16080 The Clerk had visited to identify a suitable position on Moor Lane. The only post was for the z-bend sign and the Clerk thought it unlikely that permission would be given to use the post of a warning sign. Mounting a bin on a slab on the verge was suggested as an option, to avoid the need to dig which would require Street Works Accreditation.

The Clerk was instructed to check with Highways for permission.

**l) Report on development of Social Media and further promotion.**

16081 The Assistant Clerk advised that 219 people followed the Facebook page, which she regularly updated with local events and information. She suggested offering a prize to encourage more people to follow and increase interaction. It was agreed to offer a Party Package for the Pavilion and Astro Court as a prize at 400 'Likes'.

**m) Outreach Post Office service.**

16082 The Chairman had been told that the outreach post office at Sturton-by-Stow was provided once a week by the postmaster from North Wheatley. The arrangement had been set up by Post Office Ltd and the Clerk at Sturton-by-Stow had offered to liaise with her contact on Branston's behalf.

**n) To consider adding wildflower patches in the Jungle in 2020.**

16083 Hill Holt Wood and the Lincs Rivers Trust had suggested creating wildflower areas in the Jungle. Areas either side the boardwalk would need rotavating prior to seeding in the spring. The areas would need to be cut and cleared in the autumn. The cost of the rotavating and seed was estimated at £50 with the work being carried out during regular workdays. Agreed.

**Item 8 Governance Review –****a) Risk Assessment.**

16084 There were no changes.

**Item 9 Finance:****a) To approve payments to be made.**

16085 Approval of the payments was proposed by Cllr Ross and seconded by Cllr Newman.

T Mobile	Mobile Tariff	11.29
Staff payments	Wages & Expenses	4279.32
HMRC	Tax & NI	652.79
NEST	Pension	316.46
Michael Cummins	Environment Warden	210.00
Lincs Fieldpaths Association	Annual Subs	5.00
Hill Holt Wood	Jungle Maintenance	168.00
R D Beedham	PAT Testing (Office & Pavilion)	96.00
E-On	Replace car park light	420.00
David Ogilvie Engineering	Touch up kit - Memorial bench	11.94
CB Ground Maintenance	May Grass cutting	691.40
	<b>Total Payments.</b>	<b>6862.20</b>

**b) To review the Annual Governance Statement.**

16086 The statements were considered and answered affirmatively.

Cllr Lundgren proposed and Cllr Marchant seconded signing the Governance Statement.

**c) To approve and sign the audited accounts for 2018/19.**

16087 The completed return had been circulated.

Acceptance was proposed by Cllr Ross and seconded by Cllr Newman and the return was duly signed by the Chairman.

**Item 10 Unresolved Issues not covered:****a) Cycle path provision – Lincoln Road & Mere Road.**

Nothing to add.

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

Nothing to add.

**Item 11 Items for information.**

16088 The Assistant Clerk had followed up on the proposal for Hire Bikes in Branston. She had been told that Branston was in a good position to be considered in the next scheme in March 2020. She said that the

cycles were obsolete and being replaced by electric bikes. Further contact would be made towards the end of the year.

16089 Cllr Ross was told that the Tennis Club would not be parking a caravan in the car park for welfare facilities. Community Lincs had provided a template for an agreement between the Parish Council, Village Hall Management Committee and the Tennis Club but legal advice would still be required which would be the responsibility of the Tennis Club. The three-way agreement was necessary to cover loss of charity land and use of utilities.

16090 Cllr Ross pointed out that the banner on the Bowls Club hedge was out of date and should be removed.

16091 Cllr Adams said that there were still Taylor Wimpey signs on Silver Street.

16092 The Clerk reported that Monkfish had ceased to trade and the Council's website was at risk if the servers were switched off. Octagon had managed to take a back-up and offered advice on how to proceed. Letters had been sent to all Monkfish offices requesting a transfer of the domain.

16093 There didn't appear to be an easy solution to the birds roosting above the slide. The problem would be monitored.

16094 A bearing had failed on the Rota Roka. It was covered by the warranty but the cost for labour would be £225. To maintain the warranty, it was agreed that it should be fitted by HAGS.

The meeting closed at 8.50pm.

.