

The Minutes of the Meeting of Guilsborough Parish Council (held remotely by video conference) on

Monday, 9 November 2020 at 7.15 pm

Present: Cllr A Hart (Chairman), Cllr D Wooldridge, Cllr I Miller, Cllr G Metcalfe, Cllr K Fulcher, Cllr S Harris, Cllr G Ashworth, Cllr S Jaggard (7.45 pm) and Mrs C James (Clerk)

167.2020 Public Forum

There were no members of the public present

168.2020 Resolution to accept apologies for absence

Apologies were received and accepted from Cllr D O'Neil.

169.2020 Declarations of interest for items on the agenda.

None

170.2020 Resolution to consider written requests for dispensations on agenda items

None received.

171.2020 Resolution to sign and approve the minutes from the previous meeting held on 12 October 2020

The minutes were circulated prior to the meeting. The Chairman asked if there were any amendments required. It was then resolved to approve the minutes and the Chairman signed them as a true record (copy to be scanned to Clerk)

172.2020 Matters arising (for information only)

None

173.2020 Village and Other Matters

173.2020/1 Adoption and improvement to roadway outside Village Hall

No updates since last meeting

173.2020/2 Consideration of Council's response to ongoing Coronavirus pandemic and current lockdown

The Chairman stated that he had put the latest notices from DDC regarding the new lockdown period on the Noticeboard.

173.2020/3 Update on lease on Small Playing Field

As no response had yet been received from Mr Lowther, it was resolved that the Clerk should contact him.

173.2020/4 Consideration and approval of purchase of a planter to go underneath the noticeboard

After discussion, it was resolved that Cllr Miller would purchase the materials to make a rectangular wooden planter (to be stained in an appropriate colour) and that the Guilsborough Gardening Club had agreed to take over responsibility for planting and maintenance of the planter once installed.

173.2020/5 Review and adoption of revised Financial Regulations

Item deferred. To be taken forward to the next meeting.

173.2020/6 Update on Traffic issues on Nortoft

Cllr Wooldridge reported that the problem with traffic had improved following conversations with residents about parking cars opposite Neaton Lane. It was agreed that he would draft a letter (to be circulated to Councillors for approval) which could be hand delivered to all households in Nortoft/Neaton Lane regarding the problems that were being experienced and the actions that the Parish Council were taking to try to improve matters.

It was further noted that Norse bin lorries were continuing to use Nortoft at a time when the school buses were still operating causing problems and it was resolved that the Clerk would contact Norse to ask them to try to avoid school times.

173/2020/7 Consideration and Adoption of Disciplinary and Grievance Procedures

It was resolved that Cllr Fulcher would look at the standard ACAS templates which the Clerk had circulated prior to the meeting and adapt them for use by the Parish Council.

173/2020/8 Consideration and adoption of Publication Scheme

It was resolved to adopt the Publication Scheme that the Clerk had circulated prior to the meeting.

173.2020/9 Consideration of ongoing maintenance of defibrillator outside School

Cllr Fulcher reported that an inspection of the defibrillator revealed that the pads and batteries were out of date and would need replacing as a matter of urgency. As the defibrillator belonged to the School, it was agreed that unless the unit was signed over to the Parish Council as a village asset, the Council could not justify spending money on it. Clerk to follow the matter up with the School Head.

173/2020/10 Approval of donation for Wreath for Remembrance Day

The Chairman stated that he had decided that he would fund this item from his Chairman's allowance this year and going forwards.

173/2020/11 Consideration of provision of/donation for Xmas Tree for Village Green

The Clerk stated that she had been approached by the Monday Morning Meet group who had, in the past, part funded the Xmas Tree but that due to Covid19 had no funds available this year to support this venture. After discussion, it was agreed that the Council would donate £100 towards the purchase of a suitable tree. Cllr Miller agreed to talk with a resident who had previously suggested he would donate monies for lights to see whether he would be interested in purchasing some LED lights which could be hung on the Cob Barn. Cllr Fulcher to liaise with MMM group.

173/2020/12 Consideration of future direction of Parish Council

Cllr Metcalfe outlined his thoughts and inspiration behind this item however discussion was deferred to the next meeting.

174.2020 Planning

174.2020/1 New applications

None

174.2020/2 Completions

DA/2020/0511 (Amended) Well Lane Cottage, High Street, Guilsborough

Two storey rear extension

Application approved

174/2020/3 Tree Preservation Order DA/515/2020

Tree Preservation Order – Maple – Located on courtyard associated with buildings of Guilsborough Academy, West Haddon Road, Guilsborough.

174/2020/4 Review of Guilsborough Neighbourhood Plan

In the absence of Cllr O'Neil the item was deferred to the next meeting.

175.2020 Finance

175.2020/1 Receipts

Cob Barn rent of £200

175.2020/2 Payments

It was resolved to approve and sign the following cheque payments.

Details of Payee	Amount (£)	Invoice number	Cheque Number
Mrs C James – Clerk's November salary	356.55	n/a	102293
HMRC – PAYE on Clerk's salary	89.00	n/a	102294
Mrs C James – Office Expenses	35.30	n/a	102295
Maximow – Mowing and Weed killing	306.60	2020096/091	102296
M Hazle (Elm Tree Garden Maintenance) – Mowing Village	285.00	756	102297
Village Link	70.00	n/a	102298
Cllr Miller - Paint for Telephone Kiosk	154.80	25843	102299
Cllr Hart – Reimbursement of Zoom Fees	14.39	50712735	102300

175.2020/3 Bank reconciliation

The Clerk presented the bank reconciliation for the period ended 31 October 2020 showing balance at bank was £32,859.38.

176.2020 Playground

The Chairman stated that the playground remained open during the current lockdown period.

177.2020 Highways

Cllr Wooldridge stated that he had looked at the email received from GPFA reporting an isolated accident that had taken place on the West Haddon Road in the summer due to parking on the verges. Cllr Wooldridge stated that irrespective of whether or not it is illegal to park on verges it is not practical to enforce parking infringements. He also confirmed that Highways would not fund any change to the speed limit at that location. If GPFA do have concerns about safety that the GPFA could perhaps consider providing a suitable unsecured parking area so users did not need to park on the verges.

178.2020 Street Lights

It was reported that street light number 33 was now working but street light number 16 on the High Street opposite the shop was not. Clerk to report to E-on.

179.2020 Parish Assets

Clerk agreed to contact Russell Fox to see when would be a good time to inspect the thatch on the Cob Barn for insurance purposes.

180.2020 Village Trees

Cllr Metcalfe stated that Mr Venton was looking into TPO 103/A1 Pineways and DA/109/T1 The Poplars and he would report back to the Council when he had more information.

181.2020 Footpath Report

Cllr Ashworth stated that there was nothing to report.

182.2020 Village Link

Cllr Fulcher stated that she would include the traffic issues on Nortoft and the Xmas Tree in the next issue.

183.2020 Correspondence received

184.2020 Items for next meeting – Monday, 14 December 2020 at 7.15 pm

- Review of Guilsborough Neighbourhood Plan
- Maintenance of Defibrillator outside Primary School
- Consideration of information from NCALC conference in respect of future direction of Parish Councils
- Parish Council additional policies to adopt
- Review of Financial Regulations

- Monitoring of traffic – Nortoft
- Continued support for Bus Route 59/60
- Setting of Budget and Precept for 2021/22
- Meeting dates for 2021
- Staff Appraisal for Clerk
- Internal Finance Checks update

Meeting closed at 8.30 pm