



Minutes of the meeting held on Wednesday 9th June 2021 at 7.00pm in the school hall.

21/85	Present J Briggs (JB), Darryl Flinders (DF), J Freeman (JF), P Furey (PF), S Jarman (SJ), Alice Maggs (AM), Mark Sweet (MS) and the clerk. There were three members of the public in attendance until 9pm.	Action
21/86	Election of Chairperson and Vice-Chairperson The Vice Chair advised that the Chair Claire Simmonds had reluctantly resigned due to her work commitments. It was agreed that Claire had been an excellent Chair and will be missed for her input and energy at meetings. A letter of appreciation will be sent shortly with a gift. Election of Chair, JF was nominated by MS, seconded by DF. There were no other nominations, agreed unanimously. Election of Vice chair, SJ was nominated by AM, seconded by PF. There were no other nominations, agreed unanimously.	
21/87	Declaration of Acceptance of Office and signing The Declaration of Acceptance of Office book was signed by JF and SJ.	
21/88	Declarations of Interest None declared.	
21/89	Apologies and Reasons for absence Apologies and reasons for absence had been received and accepted prior to the meeting from Cllr Round and District Cllr Paul Wood.	
21/90	Notes of the last Parish Council meeting The notes of the meeting held on 6 th May 2021 were accepted as a true and accurate record, proposed by JB, seconded by AM and accepted unanimously.	
21/91	Appointment of Councillors with special interests Finance- MR,PF and JF. Planning- MS and AM Cemetery- PF and the clerk Sports and Recreation- DF and JF Village hall- SJ Highways and footpaths- PF and MS	
21/92 21/92-1 21/92-2	Forward planning suggestions and future agenda items The annual parish meeting will take place on Wednesday 30 th June 6.30-8.00pm. The clerk will book the village hall and SJ and JF to discuss arrangements. Use of car park and MUGA by the school- availability and any charges to be made will be considered in the future.	Clerk
21/93 21/93-1	Clerk's Report The clerk's written report had been circulated prior to the meeting was	



21/93-2	approved and is attached to these minutes. After discussions the following decisions were made: The council will allow the use of the MUGA from 9.30- 3.30 each day of the Active Holidays for Kids. However a charge for this will be built in to another years funding application to offset any loss of income from hire fees.	
21/93-3	The school can use the MUGA for basket ball on Monday and Tuesday mornings until end of term (July). If the tennis nets need to be removed and/or additional posts are to be erected a charge of £40 per week will apply.	
21/93-4	Other comments: The tension on the zip wire appears to be tighter than before the incident when the wire was mentioned as being too tight. This will be raised at the operational inspection in June. The clerk visually checks the wire approximately every 2 weeks and makes a written record of this. There is currently a split on the seat sheath and this will be reported to Jupiter.	Clerk
21/93-5	Chancel tax liability- a quotation had been obtained and it was AGREED to purchase this insurance so that it is in place should the council get the opportunity to buy the glebe land.	Clerk
21/94	Neighbourhood Plan	
21/94-1	The report had been circulated prior to the meeting and is attached to these minutes. The report was accepted.	
21/95	Community Park	
21/95-1	A written report had been circulated prior to the meeting and is attached to these minutes. After discussions the following decision was made:	
21/95-2	The proposal from portable offices was based on the smaller changing room at a total cost of £11104. A vote was taken to accept this quotation 5 for, 2 against, motion carried.	
21/95-3	Other comments: The issue of waste water disposal is still being considered and several options are under review.	JF
21/95-4	The temporary building will be for one year only. The clerk will check with the insurance company about cover for this building, DF will check maintenance and cleaning schedules.	JF,DF
21/95-5	MUGA- Pugh-Lewis have now completed their contract, before invoice is paid councillors were asked to advise JF of any snagging issues.	All
21/96	Village Hall	
	The hall is expected to be open for bookings (still within government guidelines for the pandemic) w/c 14 th June.	
21/97	Cemetery	
21/97-1	The spoil from the grave plots needs to be placed in the sacks behind the fencing- clerk will contact Ian Shipley, the grave digger.	Clerk

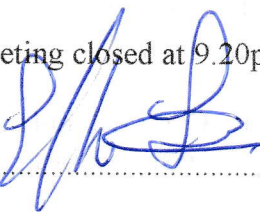


21/98	Financial Matters	
21/98-1	<p>The following were approved for payment: £710.54- Zurich insurance- one year policy £997.50- Freddie Allen- grounds maintenance -May. £112.50- Anthony Northcote Planning Ltd- professional services- land north of Doddington Lane £600.00- Anthony Northcote Planning Ltd- professional services- land north of Doddington Lane. These two invoices will be paid from the grant of £10000 received towards development of the Neighbourhood Plan. £10.00- Claypole School- hire of toilet facilities- this will be recouped from the football teams. £1200- Portable Offices- delivery of modular building.</p>	
21/98-2	The Annual Internal Audit Report was received and noted.	
21/98-3	Annual Return 31 st March 2021-Section 1 Annual Governance Statement was approved unanimously.	
21/98-4	Section 2- Accounting Statements was approved unanimously. All documents will now be submitted to the auditor. The period for the exercise of public rights extends from Monday 14 th June to Friday 23 rd July.	
21/98-5	The clerk advised that she had experienced problems with her PC email address and had received two invoices from SCIS totalling £150 plus VAT. Councillors AGREED that this should be paid by the council and the clerk thanked councillors for this but will pay the first invoice from her own funds which was for £30 plus VAT. A resident also advised that he had had problems contacting the council and the clerk will enquire from SCIS what maintenance programme is available for trouble shooting problems.	
21/98-6	Bank signatories- these will be MR, AM and PF. Clerk will obtain required documentation from the bank to change the signatories.	
21/99	Review of Policies	
21/99-1	Equal Opportunities- AM had produced a revised policy, this will be circulated for comments	
21/99-2	Standing orders- these were considered to be current	
21/99-3	Social Media and communications- these were considered to be current	
21/99-4	GDPR- these were considered to be current	
	These policies will be updated with reviewed and renewal dates.	
21/100	Planning Applications and Results	
21/100-1	Fernwood Phase 1 (south) development by Persimmon Homes- councillors had met with representatives from Persimmon Homes to consider plans. It was noted that the proposed footpath and cycle track along Shire Lane will stop at the county boundary (shiredyke). Cllr Maughan will look into this. Concern was also expressed that Shire	



Claypole Parish Council

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<p>21/100-2</p> <p>21/100-3</p> <p>21/100-4</p>	<p>Lane is going to be extremely busy with contractors vehicles which will bring mud and debris to the road. Comments will be sent to N & SDC.</p> <p>Results</p> <p>S21/0720- outline application for 3 dwellings land to rear of 35 Main Street- refused 27th May</p> <p>S20/0658- one dwelling to the rear of 17 Barnby Lane- appeal dismissed</p> <p>S20/1955-replacement dwelling- Norwood House, Main Street- approved 4th June.</p>	
<p>21/101</p> <p>21/101-1</p> <p>21/101-2</p>	<p>Highway and Footpath Matters</p> <p>Pot holes on Mill Lane had been filled in but not to a high standard- Cllr Maughan will investigate.</p> <p>Concerns were expressed about riders from the equestrian centre being noisy at a very early hour- clerk will request noise kept to a minimum.</p>	<p>Clerk</p>
<p>21/102</p> <p>21/102-1</p> <p>21/102-2</p>	<p>Correspondence</p> <p>Environment Agency- grass cutting and reducing the flood risk- information circulated</p> <p>Letter from resident expressing various concerns- clerk will respond.</p>	<p>Clerk/all</p>
<p>21/103</p>	<p>Chairperson's closing statements</p> <p>All were thanked for attending the meeting and it was agreed that while virtual meetings had been useful it was good to have face to face meetings again. Councillors will be advised about arrangements for the Annual parish meeting and any other urgent matters between meetings by email.</p> <p>The meeting closed at 9.20pm</p> <p></p> <p>Signed.....</p> <p>Date.....</p> <p>Chairperson</p>	

Public Forum 6.45-7.00pm

A resident commented that his planning application S21/720 had been refused because of the lack of parish council support. In its comments to SKDC the council had reported that there were 'no objections' to this application. Apparently this is not interpreted as being supportive of an application and further comments are required to substantiate this. The applicant is going to re submit the application.



Clerk's report – June 2021

1 Play areas – Ed Morton is to attend the small children's play area and attend to the areas which JF had highlighted. This work has not been done yet although I have chased him up on this.

Ongoing maintenance and inspections:

Four operational inspections each year at £125 per visit complete with report and minor works carried out have been booked for the leisure park commencing in June. This is in addition to the annual ROSPA reports which cover both the play areas.

2 Zip wire at the community park- the family of the child who fell from the zip wire (January 9th) has made a claim against the council. The insurance company is handling this claim on the PC's behalf and it is very likely that an award will be made to the child. A more robust process of inspection is under review.

Phil Tanks (Spot playleave @ op. inspections June, ROSPA. Aug.

3 Anglian Water- the correct meter for the park has been identified and the meter adjacent to this one will be disconnected. In order for this meter to be disconnected safely there will be a road closure and this will be during the school summer holidays. I don't think this will affect parents dropping children off at the Active Holidays for Kids sessions. In the meantime I am still waiting for a correct invoice to be sent for the water supply only to the field. - *invoices recd. approx. mid.*

25K. 4 Chancel Repair Liability Insurance- Aviva- Legal Indemnities on line (LION) one off payment of £29.94 (I estimated the value of the glebe land at £10000 just to get an idea) This covers the PC for 25 years for any chancel repair claims. I put a request out on Facebook if anybody local could value the land but had no response. It appears that the PC may have to pay for a valuation by a land agent.

5 Lincoln Diocese- I have still not heard anything from Savilles about the Lincoln Diocese being prepared to sell the glebe land nor I have I heard anything from the neighbour who would like to buy a part of it.

6 Active Holidays for Kids- the scheme has been advertised by both the PC and the school. I expect take-up will be very high. They would like to use the MUGA each day from 9.30-3.30. The grant application did not cover the cost to the PC if any other teams/clubs wanted to use the muga during this time, hence there could be a loss of revenue to the PC. I did include £100 for advertising which may not be used and would help to cover this loss if any.

Decision required- does the PC allow the use of the MUGA from 9.30-3.30 each day of the scheme or should the hours be limited.

7 Best Kept Village- SKDC is running this scheme this year. There is no charge and villages are automatically inspected in July. Winning villages will receive cheques in appreciation of their work; £400 for the top award, £300 for second and £200 for third, paid to the Parish Council responsible for the village. In addition, SKDC will award all category winners a framed certificate and top prize winners will receive one of our commemorative gold litter bins!

8 The school has requested use of the MUGA for *netball:* basketball after the May half term. This will be for 6 weeks on a Monday and Tuesday mornings from 9.15-11.45am. They currently use the MUGA for 6 hours a week and this would increase their usage to 12 hours a week. Term starts 7th June.

9 Planning applications



S20/1955- replacement dwelling at 120 Main Street – decision pending. — *approved*.

10 Harry Coulby- I have received this email -*I am selling the ship's telegraph from the freighter, Harry Coulby and thought that the Village of Claypole may be interested in it for the village hall or school. The ship was named after Harry Coulby, as you know, a son of the village and benefactor. I can certify that it actually is from the S.S. Coulby. My grandfather, John (Jack)Leffellad , was Chief Engineer on the Coulby for many years. When the Coulby was refitted in the mid- 1970s he salvaged two ships' telegraphs. He gave them to my father, Lee Macy, who sold one and proudly displayed the other one of them for many years. I inherited it from him when he died in 2004. The telegraph was shipped to me when I retired from the U.S. Foreign Service and settled in London. Both my father and I worked as seaman for the Pickands Mather Interlake Steamship Company, the company headed by Mr. Harry Coulby. My grandfather worked on the Great Lakes as a seaman for 50 years, most of them for Pickands Mather.*

I have asked Robert Prabucki to check this out.

Decisions Required

- Should the PC allow the use of the MUGA from 9.30-3.30 each day of the Active Holidays for Kids or should the hours be limited.
- To consider use of the MUGA by the school on Monday and Tuesday mornings for 6 weeks.

C Clarke- June 2021

REPORT FOR PARISH COUNCIL 9 JUNE 2021

COMMUNITY PARK – TEMPORARY CHANGING ROOMS

A report was provided to the April meeting on the potential for providing a temporary changing rooms facility pending the council securing a permanent accessible. The report referred to a quotation from one supplier and further quotations have been sought.

Only one additional quotation has been received, from Elliot, for a unit comprising one changing room, six showers and 4 toilets, amounting to an annual cost of £31,393.08 incl delivery. Details of the proposal will be available at the meeting.

The original quotation was from Portable Offices. Their quotation includes 4 toilets, and two sizes of changing room with two or four showers. Including delivery and collection, and one waste tank empty, the price would be a total £16824 for a years' rental with the larger unit, or £12664 based on the smaller changing/shower unit. Details of the proposal will be available at the meeting.

Water and electricity supply to the units would need to be provided, together with some support foundation. A verbal report on the probable costs will be brought to the meeting. Costs will vary based on the siting of these units.

Dialogue towards the funding and provision of a permanent structure continues, and will be reported on verbally to the meeting.

In order to ensure that the units are secured and available for delivery to site in time for the start of the next football season, a decision needs to be made at the June meeting on how to proceed.

IT IS RECOMMENDED that the proposal from Portable Offices be accepted based on the provision of the smaller changing room at a total cost of £12664 for one year.

NEIGHBOURHOOD PLAN FINANCE

The Neighbourhood Plan Steering Group has now secured an initial financial grant of £10,000 from the Government's Neighbourhood Plan programme for the preparation of the Neighbourhood Plan. It is anticipated that the work covered by the grant will be completed in the current financial year, with the plan finalised subject to the statutory procedures by mid-2022. Any of the grant not spent by the end of the current financial year will have to be repaid; although a new grant application in the following financial year could then be made to re-apply for any unspent monies.

The grant will be payable to the Parish Council as the designated Neighbourhood Planning Body. The money is ring-fenced for the relevant work and can only be spent on the elements specified in the grant funding bid. Expenditure will be mainly on professional fees, with lesser amounts spent on publications and public meetings, and it is anticipated that the grant will fully cover all foreseen expenditure. At the end of the financial year a return has to be sent to the administrators of the Government's Neighbourhood Plan programme to account for all expenditure.

While overseen by the Parish Council, the expenditure should be controlled by the Neighbourhood Plan Steering Group which will commission the work initiating expenditure and manage its budget. The payment of invoices by the Parish Council, from the grant, will be consistent with Financial Standing Orders. There will be no departure from the normal process for authorising bank payments, except that during the scrutiny process, the evidence of authority to make the payment will not be a council minute, but rather the invoice and request from the Chair of the Neighbourhood Plan Steering Group to make the relevant payment.

ACTION

The Parish Council is asked to note this report