

HUNDLEBY PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 7th December 2020

The meeting was held via zoom with Cllr Dales joining on the telephone

In the Chair

Dr D Cartwright

Councillors present:

Ms S Boulton, Ms. L Corten- Miller, Mr M Dales, Mr A Foster, Mr. P Maddison, Mr A Pottle and Ms J Slaymaker.

District Councillor Mr W Grover also attended the meeting.

1.Apologies.

No apologies were received.

2. Declaration of Interest.

No interests were declared.

3. Minutes of the Ordinary Meeting held on the 2nd November to be approved.

Councillors had already received a copy of the minutes. It was proposed by Cllr Maddison and seconded by Cllr Pottle that these minutes were accepted, all voted in favour.

4. To discuss the parking problems on Main Road Hundleby.

A complaint had been received from a Parishioner about the continuing parking problems on Main Road and he had been advised to contact LCC, the Clerk also contacted Cllr Aron at LCC. Cllrs agreed that nothing more could be done until the yellow lining was approved.

5. To discuss and decide on the number of keys for the Parish Rooms.

The Clerk had contacted the insurance company who said that a register of key holders should be kept and it must be ensured that the Rooms were locked when they were vacated, Cllr Foster will check whether or not this is highlighted on the hirers contract. It was agreed by Cllrs that the Clubs should continue holding their keys, and all Cllrs should have a key. All casual hirers had to collect the keys from Mrs Foster and return them to her. The Clerk was asked to compile a register of key holders and also get keys cut for the Cllrs who don't have a key.

This was proposed by Cllr Foster and seconded by Cllr Corten- Miller and all Cllrs agreed.

6. To discuss and decide on the contract for the grass cutting contractor as provided by the staffing committee.

The contract had been circulated to the Cllrs, it was proposed by Cllr Slaymaker and seconded by Cllr Maddison that the contract was approved. All Cllrs were in favour of this. The Clerk will receive a signed copy for the records.

7. To discuss and decide on giving a contribution to Cllrs who were having problems joining the zoom meetings.

Cllrs who didn't have the technology said they would rather purchase the equipment themselves. It was agreed that no contribution was necessary.

8. To approve the payment of invoices for goods and services.

a) The following invoices were due for payment:

Mrs S Foster £93.00, cleaning Parish Rooms during Oct/Nov

E J Tong & Sons £15.98, face masks and rubber gloves

M Holmes £100.00, grass cutting from 8th Aug to 22nd Nov

Mrs S Hendy £125.28, salary November 2020

H M Revenue and Customs £31.32, tax on Clerk's salary

E-on £31.34, electricity to 02.1.20 (actual bill) (direct debit)

Receipts.

£8.00 for the rental of the Parish Rooms.

It was proposed by Cllr Corten-Miller and seconded by Cllr Pottle that these were paid, all Cllrs agreed.

b) The balances at the bank were:

Business Instant Account £2741.90.

Treasurers Account £16040.25

c) The Clerk had provided Cllr Corten- Miller with the actual figures for expenditure during the last year and Cllr Corten-Miller had prepared a suggested budget for the 2021-2022 Precept. The finance committee had discussed these at length, they had then been circulated to all members of the Parish Council before the meeting. The precept had not been increased for several years and it was suggested that it should be increased from £2268 to £4536, this was due mainly to the increase in salaries to bring them in line with government requirements. This will be discussed again and a final decision taken at the meeting on 4th January 2021.

9 Report and final discussion on purchase of the notice boards.

Cllr Corten-Miller said the best 3 were Whitehill Direct £1378, Earth Anchors £1441 and Noticeboards Direct £1429.69. The price did not include siting the boards but a local builder would be happy to do this. Cllr Corten-Miller suggested that Whitehill Direct was the best value. Cllrs were reminded that the Church were going to contribute £400 and Cllr Grover would be awarding a Cllrs grant of £250 towards the costs. The finance committee had discussed this at their meeting and recommended acceptance of the Whitehill Direct board. It was proposed by Cllr Pottle and seconded by Cllr Foster that the boards should be purchased from Whitehill Direct. All Cllrs voted in favour of this. The Chairman thanked Cllr Corten- Miller for all her hard work.

10.Planning Applications.

The Clerk had received a proposal for tree work at 37, Main Road, Hundleby, Ref 0115/20/TCA. The planning committee inspected this and approved the application, the Parish Council had no objections. The Clerk will notify ELDC.

Planning application ref N/088/02180/20 had not been received in time to be put on the agenda. The application was for extensions to 2 Raithby Road. The planning committee had investigated and were happy to approve the application, all Cllrs agreed. Cllr Foster will notify the planning department of the decision.

11. To discuss and decide on Health and Safety and Volunteering Policies.

The staffing committee had discussed the volunteering policy and contacted LALC with some questions. So far they'd had no reply so this will be included on the next agenda. The health and safety policy does not appear to apply to the Parish Council because they only have 1 employee, and 2 contractors. Cllr Foster will check the hirers agreements to make sure hirers are aware of their responsibility to their club members.

12. Fire Risk Assessment.

Cllr Pottle is working on the fire risk assessment he needed to include a muster point in case of fire and suggested the Church porch. Cllrs were in agreement with this. He also needed to know how many people could safely use the rooms at a time. He will be able to work this out when he has a key and can take the measurements.

13. To discuss the purchase of crockery for the Parish Rooms.

Cllr Boulton advised the Cllrs that she thought the best crockery was from Nisbit. She had been quoted around £1000 for 70 items each of large plates, tea plates and bowls, 48 stackable mugs and 48 cups and saucers. The amount required can't be decided until Cllr Pottle had worked out the capacity of the rooms. Cllrs asked if it would be advisable to use the cups and saucers already owned and replace them at a later stage. Cllr Boulton will ask for samples which Cllrs can look at in order to make a decision. The Chairman thanked her for her work.

14. Correspondence (for information only).

No correspondence had been received.

15. Discussion regarding Christmas 2020.

Cllr Maddison had put lights on the tree on the Village Green. Cllrs agreed that it looked very nice and thanked him for dealing with this.

The Christmas Tree Committee had suggested that the Christmas fund could be passed over to the Parish Council, and 'ring-fenced' for Christmas activities. The fund amounted to approx. £700. The Clerk will look into opening a new bank account for Hundleby Parish Council Christmas Fund.

16. To discuss the purchase of a tree for the retired Chairman of the Parish Council in appreciation of her many years' service to the Village.

LALC had informed the Council that their funds could not be used for this, it was decided that there should be a voluntary contribution. The contribution would be collected by Cllr Maddison.

17. Items for inclusion on the next agenda.

Volunteering Policy

Update on Crockery purchase.

If anyone has anything else to be included please can they inform the Clerk as soon as possible.

Cllr Grover informed the Cllrs that E L D C were still trying to decide on the best way to implement the coronavirus vaccinations. Cllr Grover also said that Viking Link would have traffic light controls for several days on Raithby Hill, from 9th December, but a speed limit would be in place until 2023.

The Chairman thanked everyone for attending the meeting and wished everyone a Happy Christmas and New Year.

The meeting closed at 9.30 pm.