

## Minutes of the Meeting of Reepham Parish Council held on Tuesday 27 June 2023 at 7.30pm in Reepham Methodist Chapel

**Present:** Cllrs D Perkins (Chairman), A Brammer, B Wharton, M Doughty, H Gee, J Oxby, C Wilson, D Davies, C/Cllr I Fleetwood, D/Cllr M Palmer, D/Cllr C Darcel, Mrs M Vail (Clerk). There were two members of the public in attendance.

*Open session started at 7.30pm.*

### **Matters raised by members of the public:**

The following concerns were raised:

- recent poor grass cutting in the village and whether the contract can be reviewed to address these concerns (see item 8 below). Explanation was given that certain areas are left uncut until end May/June to allow bulbs to die back; and that the No Mow May national initiative allows for a biodiversity/habitat net gain.
- although Smoothing Lane and the Green have had potholes filled in; the work was described as “atrocious”. The road surface has many loose chippings which can cause issues for all who use these roads, especially horses. LCC have inspected the work, deeming it of a high standard. C/Cllr I Fleetwood advised that if the loose material is from LCC’s works, then LCC’s contractors should clean it up. **Action: Clerk** to email C/Cllr I Fleetwood.
- a tree outside 2 The Green is dead. This has previously been reported to LCC via Fix My Street but no action had been forthcoming. **Action: Clerk** to follow up.
- the hedge at Hawthorn Road/Kennel Lane corner is beginning to encroach on to the footpath. **Action:** It was explained that this hedge is cut back twice a year by the Parish Council and that another cut is imminent.

*Meeting started at 7.45pm*

1. **Apologies:** Cllr N Ward

2. **Declarations of Interest:** None

3. **Minutes of Meeting held on 17 May 2023:** At the proposal by Cllr A Brammer, seconded by Cllr J Oxby, it was **RESOLVED** with one abstention (Cllr D Davies) that the minutes be accepted.

4. **Elect a vice chairman:** At the proposal by Cllr A Brammer, seconded by Cllr J Oxby, it was **RESOLVED** that Cllr B Wharton be appointed as Vice-Chairman.

5. **Election of a Chair for the Planning Committee and Committee members:** At the proposal by Cllr M Doughty, seconded by Cllr J Oxby, it was **RESOLVED** that Cllr B Wharton be appointed as Chair for the Planning Committee; and that Cllr B Wharton; Cllr D Davies; Cllr C Wilson; Cllr A Brammer; and Cllr N Ward be appointed as Planning Committee members.

6. **Completion of Dispensation Forms:** Cllrs D Davies, J Oxby, B Wharton signed a Dispensation Form regarding precept setting; Goods Farm; and Neighbourhood Plan.

7. **Clerk’s Report:**

**Council-specific email addresses** – most Councillors now have an active Council-specific email address. Three Councillors are still to confirm completion, and assistance was offered if and where needed.

**Station Road – noticeboard:** A refurbished noticeboard is now installed.

**Chapel Close/High Street noticeboard:** remedial work has taken place comprising new hinges, a handle; and an application of wood preservative at £32.00. At the proposal by Cllr A Brammer, seconded by Cllr J Oxby, it was **RESOLVED** to approve expenditure of £32.00. **Action: Clerk.**

**Updating of bank mandate:** ex-Cllr B Tebbs has been removed from the mandate. Cllr A Brammer is liaising with the bank to be set up for online banking.

## 8. Correspondence:

**To note:** D/Cllr T Bridgwood and C/Cllr I Fleetwood reports; WLDC Parish News. Letter from Police advising that liaison, moving forward, will be via Zoom meetings with parish council chairmen.

**Action may be required:**

**Complaint re. poor grass cutting in May:**

Confirmed that the contract is fixed for 10 cuts per annum. The ideal growing conditions of recent weeks had necessitated the use of a different mower and this had led to the untidy appearance. D/Cllr M Palmer noted that areas where bulbs are dying down; do look untidy. Comparison tenders are due to be obtained in 2023; and Councillors were asked to consider possible options for future contracts ahead of an Autumn agenda item. **Action: All.**

**Mellows Close to school playing field path – vegetation overhanging footpath:**

**Action: Clerk** to report to LCC footpaths Officer to review situation.

**Kennel Lane footpath – overgrown with nettles:** Reported to LCC.

**Letter from Witham Valley Access Project Team requesting support for the Witham Valley Access Project (WVAP).** Noted that the WVAG is focussed on improving footpath and cycleway connectivity between local villages, and to Lincoln. As such, it is worthy of support. Two representatives are invited to attend its next meeting on 18<sup>th</sup> September 2023. **Action: Cllr D Davies** to confirm his availability to the Clerk. **Action: Clerk.**

## 9. Financial matters

### a) Presentation of Accounts for Payment:

M Vail – June salary	£222.63
PAYE – June	£ 55.60
Clerk's printing costs June	£ 11.60
Clerk's homeworking allowance April – June	£ 15.00
Sage payroll, June	£ 8.40 (1.40 VAT)
Glendale, May grass cutting (Invoice 03997)	£ 345.23 (57.53 VAT)
C&A Building Services, Station Road noticeboard	£163.73
LALC, Cllr H Gee Cllr Induction Training	£ 30.00 (5.00 VAT)
<b>TOTAL</b>	<b>£852.19 (£63.93 VAT)</b>

At the proposal by Cllr J Oxby, seconded by Cllr A Brammer, it was **RESOLVED** that these accounts be paid. **Action: Clerk, Cllr D Perkins**

**b) Consider any training needs:** Cllr H Gee reported favourably on the Councillor Induction/Refresher training course which he had attended.

## 10. Planning Matters

**Report from Planning Committee:** Nothing to report.

At the proposal by Cllr D Davies, seconded by Cllr H Gee, it was **RESOLVED** to ratify time-sensitive comments submitted to WLDC on the following three applications:

- **146650:** garden shed/outbuilding: 14 Walnut Tree Close Reepham
- **146693;** change of use of land as an extension to the residential curtilage and the erection of a 1.8-metre-high timber hit and miss fence: Land adjacent 58 Fiskerton Road Reepham
- **146696** extension to existing garden annex: 31 Westfield Avenue North Greetwell

**Goods Farm Development:** – following a resident's request (May 2023 meeting) for parish council support, a letter had been sent to WLDC. This letter had appeared on WLDC's website, but their two-page reply had not been posted. Upon requesting that WLDC also publish their response; the parish council's letter was taken down. WLDC have not responded to a request for an explanation. Concerns were expressed that WLDC may be exercising a lack of transparency. **Action: Clerk** to circulate WLDC's two-page letter of reply to all D/Cllrs. **Action: D/Cllr C Darcel** to take matter forward with WLDC.

### **Neighbourhood Planning (NP) Group:**

**RESOLVED** to suspend the meeting at 8.17pm to allow a resident to speak. He advised that the NP is progressing well, and that the Draft Plan has been reviewed and updated following the public consultation. Many of the other required documents have been completed; and work continues on the rest. The NP Group is aiming for a submission to the Parish Council in one month's time for Regulation 16 Inspection, before being sent to WLDC for a public vote. There are no invoices to be paid.

The resident then returned the NP Group's petty cash holdings to the Clerk, to be paid into the Parish Councils' bank account. **Action: Clerk**

Cllr D Perkins then offered congratulations from the Parish Council to everyone in the NP Group; and acknowledged the significant workload that had been undertaken.

**RESOLVED** to resume the meeting at 8.24pm. Both residents then left the meeting.

### **11. Roads and footways**

**Mellows Close to Manor Rise footpath** – holding item

**Mellows Close yellow lines** – holding item

**Meadows Lane** – holding item

**Resident request to D/Cllr C Darcel for a bus shelter for Lincoln bound travellers at the bus stop in Fiskerton Rd:** Noted that this matter has previously been considered; and that there are concerns if the location is suitable for a bus shelter. Funding would also need to be considered.

**Action: all** to review the bus stop location. **Action: Clerk** to make enquiries of LCC.

**Action: Clerk** to make this a future agenda item.

A report was then received that the single-track lane behind the Cherry Tree Garden Centre/Café (off the A158) is attracting a build up of litter, and that the passing place is being used as a layby. **Action: Clerk** to approach IGAS.

### **12. Field Footpaths and Bridleways:** Nothing to report.

### **13. Conservation area**

**Village Green:** the outcome of the National Lottery grant application is expected by the end of July 2023. Noted that the proposed Green sign could link into the WVAP; and that WLDC has grants available.

As a 'general conservation' matter, Cllr A Brammer then referenced a WLDC Planning and Historical Environment document; querying the inclusion in this document of a photo of the Green towards Smooting Lane. It was suggested that he raise his queries direct to WLDC as an individual resident.

Cllr C Wilson then suggested that the Conservation Officer be invited to a parish council meeting to explain the 'ground rules'. **Action: Clerk**

### **14. Amenity areas**

**Play inspections** – No matters of concern to note. At the proposal by Cllr J Oxby, seconded by Cllr A Brammer, it was **RESOLVED** to approve expenditure of £82.50 + VAT for the 2024 annual external inspection. **Action: Clerk.**

**Jubilee tree:** Item for September 2023 agenda. **Action: Clerk.**

### **15. Business for next agenda:** None.

D/Cllr M Palmer then reported that: the Public Space Protection Orders have been extended to 2026 (dog fouling); that WLDC have erected cameras in fly tipping hotspots and have prosecuted; and that the Councillor Initiative Fund has reopened.

### **16. Date of next meeting:** 25 July 2023 at 7.30pm in the Methodist Chapel.

*Meeting ended at 8.46pm.*

Mrs Michelle Vail, Parish Clerk/RFO 07 July 2023