

Minutes of the Meeting of Reepham Parish Council held on Tuesday 26 March 2024 at 7.30pm in Reepham Methodist Chapel

Present: Cllrs D Perkins (Chairman), A Brammer, C Wilson, J Oxby, D Davies, M Doughty, H Gee, C/Cllr I Fleetwood, Mrs M Vail (Clerk).

Absent: Cllr N Ward

There were no members of the public.

Meeting started at 7.30pm.

Community Parking Forum: No public present to make representation.

Matters raised by members of the public: No members of the public in attendance.

1. **Apologies:** Cllr B Wharton, D/Cllr M Palmer

2. **Declarations of Interest:** None.

3. **Minutes of Meeting held on 27 February 2024:**

At the proposal by Cllr A Brammer, seconded by Cllr M Doughty, it was **RESOLVED** that the minutes be accepted, and they were duly signed.

4. **Clerk's Report:**

Annual Litter pick – This will take place on April 14th, 2024, 10am, meeting at the village hall. It is being advertised on the noticeboards, website, social media, and in Reepham News, and via the school. A risk assessment, and a register of attendance have been produced. Cllr I Fleetwood is arranging the equipment, and Cllr N Ward's yard is to be used to deposit the collected rubbish.

WLDC feedback on taking school defibrillator into its scheme, approve costs –

WLDC are willing to include a new defibrillator at the school site into its annual maintenance service scheme at £106.00 (inc VAT) for 2024/25. If the existing cabinet is metal, then the installation is likely to require a replacement cabinet as well. Installation/cabinet costs are currently £400.00 + VAT but this is expected to increase for 2024/25.

It was agreed to ascertain if WLDC would take old defibrillator away, and why a metal cabinet is not suitable. **Action: Clerk**

Reviewed draft Xmas tree risk assessment – the risk assessment as presented covers erecting of the tree. **Action: Clerk** to produce final draft, and **Cllr A Brammer** to liaise with Cllr N Ward.

A risk assessment is also needed for the taking down of the Xmas tree. **Action: Cllr A Brammer** to liaise with the farmer who helps with this.

5. **Correspondence:**

To note:

Witham Valley Access Group - Nov 2023 and Feb 2024 minutes: Noted.

Action Required:

Police: Parish Council Engagement sessions, 4th July 2024, Teams, appoint attendee: Item deferred.

6. **Financial matters**

a) **Presentation of Accounts for Payment (March):**

Reepham News, advertising costs	£110.00
Npower, electric for Xmas tree	£ 6.16 (inc. £0.29 VAT)
WLDC, VH defib 2023-24, part year fee,	£ 37.50 (Inc. 6.25 VAT)
M Vail – Mar salary (already paid)	£ 238.21
PAYE – Mar (already paid)	£ 59.60
M Vail – paper/printing (Feb – Mar)	£ 8.30

Signed:

15th May 2024

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M Vail - Homeworking allowance, Jan – Mar	£ 15.00
M Vail, reimburse defib pads + delivery	£ 33.18 (inc. £5.53 VAT)
Sage payroll, Mar	£ 9.60 (inc. £1.60 VAT)
Cllr H Gee, reimburse phone charges (Barclays re. mandate/online banking)	£ 5.71
TOTAL	£523.26 (inc. £13.67 VAT)

At the proposal by Cllr D Davies, seconded by Cllr M Doughty, it was **RESOLVED** that these accounts be paid. **Action: Clerk, Cllr A Brammer**

INCOME (Oct 2023 – March 2024):

Oct, WLDC, CIL: 144289, Land off Station Road, erect detached dwelling, £11.30	
Nov, LCC, grass cutting contribution,	£601.86
Dec, Interest,	£204.08
Feb, Barclays. Goodwill gesture,	£50.00
Mar, Interest,	£219.94
Total	£1087.18

The above income was noted.

b) To approve reviewed financial risk assessment:

At the proposal by Cllr A Brammer, seconded by Cllr H Gee, it was **RESOLVED** to approve the reviewed financial risk assessment.

c) To approve reviewed Asset Register:

At the proposal by Cllr C Wilson, seconded by Cllr D Davies, it was **RESOLVED** to approve the reviewed Asset Register.

d) LCC contribution rate for 2024-25 urban grass cutting confirmed as £777.32: Noted

7. Planning Matters

Report from Planning Committee:

147889: Wragby Road, Sudbrooke: erect two storey front extension, single storey rear extension, detached garage: a response of 'No comments' to be submitted.

147989: Wragby Road Sudbrooke Barfield Farm: single storey rear extension to form boot room: a response of 'No comments' to be submitted.

147962, a submission for two variations to the 'Granted' 142117 Solar development.

1) Increase of mast height from 15m to up to 25m following National Grid requirement for line-of-sight connections.

2) Variation in the wording for the operational lifespan for the facility from its present 40 years from concept to 2061 to 40years from commencement of production.

At the proposal by Cllr A Brammer, seconded by Cllr H Gee, it was **RESOLVED** to submit a response of 'no comments.' **Action: Clerk**

Goods Farm Development: Nothing to report.

Neighbourhood Plan Steering Group: update, finances, website: Nothing to report.

8. Roads and footways

Mellows Close to Manor Rise footpath – holding item

Mellows Close yellow lines – holding item

LRSP Speed survey – Kennel Lane – holding item

Bus shelter for Lincoln bound travellers at the bus stop in Fiskerton – holding item

Meadows Lane – request for road sign to be fitted:

This request had been deferred from 2023 due to landowner concerns. There is a desire for a name plate to be installed to retain and acknowledge the heritage aspect of the name in the historical part of the village. At the proposal by Cllr A Brammer, seconded by Cllr M Doughty, it was **RESOLVED** to submit request to WLDC. **Action: Clerk.** **Action: Cllr A Brammer** to provide the Clerk with a plan showing location.

Kennel Lane – request for repeater speed posters:

Noted that these are wheelie bin stickers available from Lincs. Road Safety Partnership. They show the speed limit and are 50p per sticker. **Action: Clerk** to try to obtain some samples.

U turn-type manoeuvre at the Hawthorn Road/bypass junction - any LCC responses: No update available.

Any LCC update re overhanging vegetation opposite the Post Office: LCC advise no action to be taken as the road is not being obstructed.

Any LCC update re drain opposite the Post Office: LCC advise the drain will be cleared on the next schedule of works.

9. Field Footpaths and Bridleways

Reepham /Greetwell PF 131: Delayed works due to weather: No update.

Footpath to airfield – footbridge has rotten handrails: No update

10. Conservation area

Village Green – project update

The grant application to Star Energy Community Fund 2024 was unsuccessful. A reminder of the project was given, as well as details of the quotes received. Cllr D Perkins declared a non-pecuniary interest in respect of one of the contractors who had quoted (Pope), being involved in his tenders elsewhere which are not parish council related.

At the proposal by Cllr M Doughty, seconded by Cllr C Doughty, it was **RESOLVED** that Pope is the preferred contractor, subject to seeking clarification on levelling and matting. **Action: Cllr A Brammer** to seek this clarification from contractor, then to advise Clerk when all is in order. At this point, the Clerk to issue formal instruction to contractor to proceed. **Action: Clerk**

The Councillors working on the Village Green Project were thanked for their hard work and efforts.

At 8.14pm, Cllr I Fleetwood left the meeting.

Dead tree outside 2 The Green – LCC have removed the tree.

11. Amenity areas

Play Area inspections – internal: nothing to report.

Concerns regarding path by play area: the path is boggy at best, can become flooded, and the grass is churned up. **Action: Cllr D Perkins** to investigate and report back.

12. Business for next agenda: Insurance renewal; how to have a TPO put on a tree.

13. Date of next meeting:

Annual Parish Meeting - 15th May 2024 (Wed) at **7.15pm**, Methodist Chapel

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