

**Draft Minutes of Crowcombe Annual Parish Council Meeting  
held on Thursday 15<sup>th</sup> May 2014 at Church House, Crowcombe at 7.30pm.**

**Present:** Cllrs J Chipp (Chair), B Druitt, R Harbour, T Motture, T Brooks and J Loader (clerk). Also in attendance was Christine Lawrence (SCC Cllr), Anthony Trollope-Bellew (WSC Cllr) and PCSO Peter Bolton & 1 member of the public

**43/14 Election of Chairman:** It was proposed, seconded and unanimously agreed to elect Jane Chipp as Chairman, which she duly accepted.

**44/14 Chairman's Declaration of Acceptance Form** – Jane Chipp duly signed the declaration of acceptance form and was countersigned by the clerk.

**45/14 Apologies:** Cllrs D Lock, J Hughes

**46/14 Election of Vice-Chairman:** It was proposed and seconded in principle to elect John Hughes as Vice Chairman again. It was agreed to get confirmation of acceptance from him at the next meeting.

**47/14 Declarations of Interest/Dispensations:** None

**48/14 Public Participation:** None

**49/14 Police Report** – PCSO Peter Bolton reported there had been 18 calls received. They were mainly concerning lamping, domestic & traffic issues. Please report any suspicious vehicles around the area otherwise the Beat Area was fairly quiet.

**50/14 County Councillor's Report:** Christine Lawrence reported she had contacted SCC Highways regarding the pot holes around Crowcombe and clearing drains. Pot holes were being repaired next week. It would take Highways 18 months to catch up with all road issues due to the poor weather in the winter. Christine had received a Peer Review regarding her work on Tobacco. The County had been working on trying to stop people smoking across all ages. Work carried out had been good. County Hall were making changes relating to some of the buildings to cut costs and employees to work better together with more open plan style offices.

**51/14 District Councillor's Report:** Anthony Trollope-Bellow reported he was now attending meetings. The Joint Officers Working Team between WSC & TDBC was working well. They wanted to make savings and provide a seamless service. The neutral Budget had been set with funds taken from Reserves. Next year's budget may be different as WSC needed to keep £1/2m in their reserve.

**52/14 Minutes of Meeting held on 20<sup>th</sup> March 2014** – It was proposed, seconded and agreed the March minutes be adopted as correct. The Chairman signed each page of the minutes.

**53/14 Matters Arising from the Minutes** a) No accidents reported since last meeting. b) Agreed to chase up SCC Highways, David Peake regarding the SID which had been promised in February.

**54/14 Highway Issues:** The cattle grids at the top of the Coombe required more repairs as the previous repairs had now failed. The drains which had not been cleared last time had now been done. It was agreed to keep an eye on these areas to ensure they remained clear. It was agreed to chase up Highways regarding the hole where the barriers still remained by Crowcombe Court. There were trees down between Halsway Manor & Halsway Cottage which could be an issue for traffic along this stretch of road.

**55/14 Finances:** a) **Payments:** It was proposed, seconded and agreed to pay the following invoices: Clerks salary £367.57 Clerks expenses £40.00, SALC membership £120.75, CLOWNS donation £50.00, Came & Company – Insurance premium £890.93. Mr King – maintenance £252.00. b) **Year End Accounts:** The clerk presented the year end accounts which were approved. Balances as at 31 March 2014 was: Current a/c £8,218.90, Deposit a/c £3,220.52, Amenities a/c £2,680.68. Unpresented cheque £695. Balance £13,425.10. c) **Accounting Statements and Annual Governance Statement for 2013/14** on the Annual Return was discussed and approved. d) **SLCC Membership** – it was agreed to share the membership fee to SLCC between Oake and Fitzhead PCs which would be £33.67. Clerk to confirm with other Councils before raising invoice.

**56/14 Mile Stone - painting of letters** – as Cllr Lock was not present, it was agreed to put this item on the July agenda.

**57/14 a) Play Area Update** a) Cllr Chipp provided an update on the new play area. All the works carried out by CPCL had been completed. Outstanding works were the drainage issues and preparing the bank for top soil & seeding which was being done this weekend and 7/8 June. Volunteers were required to help with the outstanding tasks. Main issue raised was the need for additional safety barriers either side of the tunnel due to the mound being higher than the design. CPCL had quoted over £700 for these barriers. Funds were not available at present to cover these costs. It was agreed to investigate with FOCPA other options to keep the costs down. b) **Post Installation Inspection:** it was agreed to book this inspection for w/c 9<sup>th</sup> June with The Playground Inspection Company. c) **CPCL Payment Invoice:** the clerk had received the final invoice from CPCL for £14,055.98. The VAT element was £2,342.66 which was being claimed back from HMRC. It was agreed to hold back on 10% of this invoice in case of any issues with the equipment from the Post Installation Inspection. The cheque would not be paid until FOCPA had transferred their funds and the VAT had been received. d) **Maintenance of existing play area:** It was agreed to ask Mr King to cut the grass now and in three weeks' time to keep it tidy. It was agreed that Cllrs DrUITt, Lock and Motture would arrange a separate meeting to put together a specification for a maintenance programme for the whole play area to be able to send out for tenders.

**58/14 Planning Applications Received** – None

**59/14 War Memorial Renovation** – Cllr Hughes had sent a report outlining a cost of approximately £4,000 to have a good quality memorial with visible names carved in good quality stone. Cllr Hughes would report more information at the next meeting.

**60/14 Clerks Report** – a) **In the Mix Youth Project** – Initial meeting date of 29<sup>th</sup> May was agreed. Councillors to confirm. Clerk to arrange meeting room at Carew Arms for 7.00pm. b) **Build a Dream Proposal** – it was agreed that this company could come along to the July meeting for 15 minutes to find out what they were proposing with regard to low cost housing. c) **Top Five Priorities List for WSC** – it was agreed to keep the Top Five Priorities List as last year – public footpath to school, fibre optic broadband, cycle path along A358 within parish, recycling more from home containers and safer route for children to play area.

**61/14 Annual Parish Assembly** – The clerk had contacted the various groups and organisations to attend the meeting on Sunday, 18<sup>th</sup> May.

**62/14 Kesteven Recreation Ground Annual Meeting** – it was agreed to book the village hall for Sunday, 8<sup>th</sup> June 2014 at 9.30am and contact all those affected. Clerk to send out agenda and last year's minutes.

**63/14 Matters with Permission from Chairman** a) The Pound – a query was raised as to who was responsible for maintaining The Pound (next to Church House). Cllr Brooks agreed to make investigations, as it was noted the PC had no record of ownership. b) Tractor parking in car park – agreed to raise this issue at the July meeting.

There being no further business the meeting closed at 9.35pm.

The next Parish Council meeting will be held on Thursday, 3<sup>rd</sup> July 2014 at Church House.