

Minutes from the meeting held on Monday 12th September 2016 Cowbit Parish Council.

Present: Councillors Kendall, Sharman, Simpson and Tyrell.

District Councillor Casson, County Councillor Firman. 5 members of the public.

1. Chairman Cllr Tyrell welcomed everyone.

7.30pm public forum.

Cllr Richard Firman remarked how well Fun on the Field went and well done to all who organised the event.

Issues raised: a) Grave of Mrs Coleman is in an untidy state and Cllr Tyrell said that he would speak to the Vicar.

b) Speeding on the A16 and can anything be done regarding it. Cllr Tyrell said that the Parish Council are also concerned and that we need to join forces with Crowland Parish Council. Clerk to set up a meeting.

2. Apologies.

No apologies had been received.

3. Co-Option onto Parish Council.

Mr Christopher Elliott had applied to Cowbit Parish Council to become a Councillor. It was proposed by Cllr Simpson that Mr Elliott be co-opted to the Parish Council and Cllr Kendall seconded the motion. Paperwork was duly signed before the Clerk and sent to SHDC.

4. Declarations of interest.

a) There was no declarations of interest shown.

5. Notes from the previous meeting dated 11th July 2016 were read and accepted as a true copy of the minutes. Proposed by Cllr Sharman and seconded by Cllr Kendall.

6. Clerks report.

The Clerk had applied to HMRC for a VAT refund totalling £252.12.

The annual accounts had been completed and awaiting signatures before being sent to Grant Thornton, these were for the financial year 2015/16.

Outstanding matters.

Dog poo bins. District Cllr Casson reported that there will no longer be any Red Dog Poo Bins, but black bag bins are now being used instead.

Mirror. Clerk was asked to contact a local contractor to install the road mirror.

Defib. An electrician had been asked to install the Defibrillator to the outside wall of the village hall. Once this has been installed, Clerk will arrange for 'Lives' to organise training on how to use the machine.

SID. Clerk said that the SID needs to be in the control of the Parish Council. Cllrs Simpson and Tyrell said they would collect the fixings etc from the ex Cllr who still has them.

Clerk suggested that the Parish Council utilises the County Councils offer of a website, hosted by their server. This would run in conjunction with the Village Hall website Parish Council details. Clerk will liaise with LCC. Proposed by Cllr Tyrell, seconded by Cllr Simpson.

7. Police matters.

Although there was no PCSO present, the Clerk was asked send a general invite out for all meetings.

Report: ASB – 0, Criminal Damage – 0, RTC – 1, Theft – 0. Violence – 0, Burglary – 1

8. Highways matters.

Cllr Tyrell stated that the Fly Tipping on the playing field had now been cleared up. The Environment Agency was unable to cut the grass on Barrier Bank due to fly tipping of grass cuttings/garden waste. Cllr Simpson was asked to have something printed in the Elloracle regarding fly tipping as SHDC will now prosecute offenders.

Road flooding. Richard Davies from LCC Highways has suggested pot gullies be installed. Clerk to follow this up.

9. Financial report.

Invoices to the sum of £404 to be paid, were proposed by Cllr Sharman and seconded by Cllr Simpson.

The Annual Audit figures were considered. It was proposed by Cllr Tyrell and seconded by Cllr Simpson that the audit figures be accepted and the annual return be sent to Grant Thornton. All agreed.

The Annual Governance statement for 2015/16 were approved and duly signed and dated by the Chairman and RFO.

The Accounting statement for 2015/16 were approved and duly signed and dated by the Chairman and RFO.

Clerk confirmed the internal auditor did not believe there were any risk areas and highlighted the appropriate controls and procedure that had been put in place by the clerk including revision of the Standing Orders, Financial Regulations and updating of all the council's policies.

10. Planning applications:

Land adjacent to 5 Stonegate.

11. Village Hall representative.

Cllr Tyrell stated that new LED lighting had been installed in the village hall which will reduce the cost of electricity.

A sound system had been purchased at a cost of £750 and the village hall committee would like to thank the District Councillors for their contribution.

12. Playing field/Pavillion representative.

Oakley Home Improvements have been asked to start various repairs to the pavilion and to change the lighting to LED to save on electricity.

It was also reported that the play equipment could do with a coat of paint.

13. Correspondence.

No up to date correspondence had been received and the clerk stated that she would contact all various organisations with the new email address so all correspondence will be via email where necessary.

14. Councillors reports & items for inclusion at the next meeting.

It was mentioned that a footpath was overgrown..

15. Date of next meeting.

The date of the next Parish Council meeting will be held on **Monday 10th October at 7.30pm at Cowbit Village Hall.**

16. To resolve whether to exclude public, police and press, to leave the meeting at this stage.

- a) Public, Police and press were asked to leave the meeting. **The public meeting of Cowbit Parish Council ended at 8.45pm**
- b) Clerk produced various documents for update consideration. These included Standing Orders, Financial Regulations, Asset Register. All were discussed and accepted by all.
- c) At this point the clerk was asked to leave the meeting to allow Councillors to discuss the salary and working hours.
- d) It was agreed by all that the clerks salary be increased to £9.99ph in line with NALC and be backdated from 1st September, Clerks working hours also be increased to 5 hours per week.

