

WINTHORPE WITH LANGFORD PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at the Village Hall on the 17th May 2018 commencing 7.30 pm

Present – Mr L Cammack (Chairman), Mr A Leary, Mr S Lord, Mr P Farmer, Mr D Aldridge and Mr B Wright

District/County Councillor – Mrs M Dobson

Clerk – Mrs S Sillery

Apologies – Mr M Kneen, Mr B Allen and Mr B McClymont

37/18 – Declarations of Interest – None

38/18 – Matters Arising

Mr Leary suggested that in the April minutes, the Clerk had shown Mr Peter Bateson as supporting the WREN application. Mr Leary suggested than Mr Bateson's title of Chairman of the Community Centre be added.

Councillor Dobson then raised the point of the new General Data Protection Regulation (GDPR) and whether individual names should be put in the minutes. Should we be putting Chairman, or Parish Council Member, etc. She offered to double check this matter out on behalf of the Parish Council.

Mr Lord raised a question in relation to the proposed development by NSDC of the bungalow where the garages are currently located. There are markings on the road and they look that it is intended that part of the path is being taken away to give a wider access. Councillor Dobson agreed that this was likely.

Mr Lord proposed that the Minutes being accepted subject to the amendments discussed and this was seconded by Mr Farmer. This was agreed unanimously.

39/18 - Play Park/Tennis Club

Play Park

Mr Farmer confirmed that the application to WREN would be for £28,000.00. Part of the application is that 10.75% of this amount has to be raised by the Applicant (£3,010.00) This amount is to be made up of £2,121.00 from the Old Youth Club/ Community Centre which leaves £889.00 which the Parish Council will contribute.

If the application is granted, WREN gives us the £28,000.00 and we in turn give them £3,010.00

Mr Farmer has a quote to replace the park equipment at £24,000.00 but there may be scope to add some adult equipment to the site.

The £28,000.00 does not include VAT so the Parish Council will have to pay the VAT and claim it back. The Council need to be mindful of this bearing in mind it is a large amount of money and to make sure we have sufficient funds available. It was agreed that this would not be an issue.

Councillor Dobson has sent a letter to the Clerk of support for the project by way of financial funding. The Clerk is to forward this to Mr Farmer. The Clerk is also to write to Mr Farmer to confirm that the £3,010.00 will be forthcoming.

Mr Lord proposed that the Parish Council accept the proposed plan for the Play Park and this was seconded by Mr Wright and agreed unanimously.

Mr Farmer agreed to send a PDF to all members giving details of the application.

Tennis Club

The Chairman of the Tennis Club has notified the Parish Council of the intention to refurbish the courts and has obtained a quote from Charles Lawrence of £3,635.00 plus VAT.

It is proposed to put the Tennis Club under the Parish Council wing and draw up a formal tenancy agreement. The Tennis Club would still run the Club and pay a peppercorn rent to the Parish Council. The Club would pay for the refurbishments and continue to maintain the courts from their own funds. The Chairman proposed that we take on the tenancy agreement and this was seconded by Mr Leary and this was agreed unanimously. The Chairman is to sign and return the agreement to the Chairman of the Tennis Club.

Mr Aldridge posed the question as to whether the Winthorpe Parish Property Trust is VAT exempt. The Chairman is to take advice on this. Councillor Dobson said she would also make enquiries of Phil Ward at N.S.D.C. on this matter.

40/18 – Burial Plot Hargon Lane and Allotment Field Holme Lane

Burial Plot

The tarmac path has been completed at the Burial Ground and we have an invoice from J.C. Surfacing for £3,600.00 plus VAT. This bill is to be paid from the Property Trust Account.

The Chairman has obtained a quote for the picket fence at the Burial Ground in the sum of £1,038.61. The fence is to run alongside the tarmac path for around 80 metres. The Council felt that this quote was high and Mr Farmer offered to obtain a quote from Trojan Landscapes and the Chairman also agreed to contact Doug Lyne for a quote.

Allotment Field

A new Tenancy Agreement has been drawn up between the Parish Council (the Landlords) and the Winthorpe Allotment Association (the Tenants) in respect of the annual tenancy for the allotment field. The Agreement was proposed by Mr Lord and seconded by Mr Farmer, unanimously agreed. The Chairman is to sign the agreement.

41/18 – Invoices for approval and other financial matters

The Clerk confirmed the balances in the accounts as at 10th May 2018:

Current Account	-	£546.84
Events Account	-	£1,146.70
Holding Account	-	£15,798.13
Festival Account	-	£705.49

The Clerk told the meeting that she had unfortunately missed the September invoice for Doug Lyne and had received a reminder. This amounted to £441.60 and she apologised for this omission having missed seeing the email at the time. She will now pay this amount together with a bill of £703.20 for April's grass cutting.

Other invoices to pay:

- £1,956.00 for Containers Direct for the Allotment Shed – this was being paid by cheque number 101149
- Village Hall rent of £60.00 this was being paid by cheque number 101148.

These cheques were given to the Chairman with accompanying letters for him to get the relevant signatures.

The Clerk has purchased a new Dog Bin which is due for delivery on the 18th May 2018. The cost is £103.82 and the Clerk has paid this via her credit card. It was agreed that she should be repaid via faster payment.

Mr Aldridge asked the question as to whether we need both a Festival and Events account. The Chairman responded that he felt it was better to keep the accounts separate as they related to different projects and it made for easier record keeping.

42/18 – Planning

The only item of planning was a letter from Newark and Sherwood DC confirming that they have no objections to Mr Farmer removing a sycamore tree at The Dial House, Gainsborough Road.

43/18 – Correspondence

A Maintenance Agreement has been received from the Community Centre Trustees. It is intended to delineate the responsibilities for the Community Centre play area and equipment.

The agreement confirms that the land upon which the play equipment resides is held in trust by the Parish Council and they agree to maintain the area. This to include but is not limited to grass cutting and other forms of maintenance such as pest control. As part of the Parish Council Insurance cover, it agrees to ensure that the play area is appropriately covered by said insurance. In addition the Parish Council agrees to pay for the annual safety inspection.

Before signing the agreement, the Chairman will look at our insurance policy to ensure that the cover we have extends to the Play Park.

An email has been received from Emma Simkins of Midlands Rural Housing introducing the Parish Council to the organisation. We have previously been in discussions with Midlands Rural Housing and it is not something that we are interested in at the present time.

An email was received from Highways England confirming the overnight closure of the A46 between the Halfway House roundabout and the Hykeham roundabout from 23.4.18 – 14.7.18 for Phase 3.

44/18 – AOB

Mr Cammack and Mrs Dobson held a meeting with the Cricket Club who have received a grant from the Lottery for £10,000.00 to make improvements to the club House. They propose a new roof and veranda. They propose to do the work themselves over the summer the Senior Planning Officer at NSDC is to liaise with them

The Cricket Club is in good order. R.H.P are using the ground and there is a vibrant junior and women's element which is really good news for the future of the club.

The Chairman, Councillor Dobson and Mr Leary had a meeting with the "New Youth Club" committee about the current situation of the club. They agreed that there is no interest in the village for a youth club and agreed that the funds they hold should come to the Parish Council and a cheque will be forthcoming shortly. It was felt that it would be good to have some equipment at the Play Park for older youths and that the funds could be utilised for this.

Safety Audits are due and the Chairman will be emailing out the lists.

Mr Farmer asked if the Parish Council would be prepared to fund a Halloween Disco again this year. The Council were unanimous in their agreement for this. Last year the event raised £1,000.00

Meeting closed 8.50 pm

Actions

- Chairman to clarify VAT position with Winthorpe Property Trust.
- Chairman to sign tenancy agreements with Tennis Club and Allotment Association.
- Chairman to check insurance with Play Park equipment.
- Chairman and Mr Farmer to get quotes for fencing around burial plot.
- Chairman to pay JC Surfacing for tarmac to burial plot.
- Chairman to send out safety audit forms.
- Councillor Dobson to provide update on GDPR requirements