

**MINUTES OF TIMBERLAND PARISH COUNCIL MEETING HELD ON 30 JUNE 2008 AT 7.30PM
IN THE VILLAGE HALL, TIMBERLAND**

Present:

Cllr	J Speirs	Chairman
Cllr	A Tolley	Vice- Chairman
Cllr	H Clarke	
Cllr	K Elvidge	
Cllr	L Lerpiniere	
Cllr	F Ambridge	District Councillor
Mrs	S Bedford	Clerk

PUBLIC QUESTION TIME

1. Three members of the public were present. Mrs S Stirling (Chairman Timberland Village Hall Committee) asked the Parish Council why she had received a request for sight of Village Hall Management Committee Meeting Minutes. She also stated that further to a Solicitor's letter dated 1997 confirming the autonomy of the Village Hall Management Committee, there were no grounds for the Parish Council to have sight of the minutes.

2. The Chairman explained that a question had arisen at the previous PC Committee Meeting and the Parish Council felt there was a need for more open transparency of this public asset, as the Village Hall was maintained by the Management Committee on behalf of the Parish and the Parish Council had a responsibility to all Parish Residents for liability of all public assets of which the Village Hall is a public asset. Discussion was held about the general upkeep and maintenance of the fabric of the building and public liability responsibilities of the Parish Council.

3. Finally Mrs Stirling stated that she would be willing to produce a quarterly report on behalf of the Village Hall Management Committee for the Parish Council. The Chairman closed the Public Question time stating that this would be further discussed as an Agenda Item and no further public discussion would take place at this meeting. Public Questions closed at 1945 hrs

APOLOGIES

4. Apologies – Received from Cllr D Holmes

DECLARATIONS

5. No declarations were received.

REMARKS BY CHAIRMAN

The Chairman welcomed all Parish Councillors to the meeting which began at 1945 hrs.

MINUTES OF THE PREVIOUS MEETING

6. Corrections to previous Minutes are as follows:

a. Adoption of Accounts should have been formally recorded. The Clerk produced the records and reiterated that the Audit was published. The Adoption was formally accepted. Proposed by Cllr Tolley and seconded by Cllr Lerpiniere.

b. Cllr Clarke proposed a vote of thanks to Cllr Holmes on his handing over of Chairman of the Committee. This was unanimously agreed by all in attendance.

The Minutes of the previous meeting held on Monday 12 May 2008, were then taken as read, approved and signed.

Proposed: Cllr Elvidge
Seconded: Cllr Lerpiniere

MATTERS ARISING

7. Dyke Clearance. The Chairman informed the Meeting that a letter of complaint had been received from Mrs Risdale about the handling by the Parish Council of this situation. The Chairman further stated that he had personally written to Mrs Risdale on behalf of the Parish Council and he assured her that the Parish Council were doing all within their limited powers in endeavouring to resolve this long standing ongoing situation and he had again been in contact with the principle Environment Officer within NKDC, Janet Williams, and he informed the Meeting of the latest information as follows:

a. You contacted us earlier with a request for an update on the above matter. I can confirm that this has been the subject of investigations by my officers. At the request of the PC, riparian owners (both domestic and landowners) have been advised of their riparian responsibility for portions of the watercourse on or abutting their land, and informally requested to ensure that flow is maintained within the area of their responsibility. I can confirm that this has been done to date on an informal basis; there have been no notices served to that effect so far. Several inspections have been made of the watercourse and while we would agree that there are portions which would benefit from the cutting back of vegetation there is insufficient grounds to serve notice for said works. Our legal powers relate to maintenance of flow - a land drainage notice can only be served if there is a blockage in the watercourse - in the inspections carried out to date this has NOT been apparent. We will of course respond to further requests for assistance should they arise.

8. The Chairman restated that the Parish Council are endeavouring to support all parish residents and invited Cllr Tolley to review all correspondence held by the Clerk relating to this action. The Chairman further stated that the next step was for a meeting to be arranged for ALL riparians to attend for discussion on the way ahead.

Decision: The Chairman would contact all riparians and organise a Meeting to discuss way ahead.

9. Facilities for the Disabled. Clerk still awaiting further information for NKDC requested audit of public facilities within the Parish. **Item Ongoing**

10. Neighbourhood Watch (NW). Cllr Tolley presented evidence of expenditure incurred in support of the Neighbourhood Watch scheme and explained how stationery had been used.

Decision – The Parish Council in support of this scheme would reimburse Cllr Tolley to the sum of £44.93.

Proposed by Cllr Elvidge
Seconded by Cllr Lerpiniere

11. Cluster Meeting. The Agenda for the next Cluster Mtg that will take place on 02 Jul in Martin Village Hall was provided to all Councillors. It was confirmed that Cllrs Speirs and Tolley would attend the Meeting on behalf of the Parish Council. They would seek clarification of the SLA which is a separate item of these minutes. **Item Ongoing**

12. Road Surfaces. The Clerk informed the meeting that she would again hasten the Highways Department in regard to the quality of the road surface in Church Lane. The Clerk also informed the Meeting that the white lines requested would be painted within the next 8 weeks as the Highways Department had confirmed that the warrant had gone out to contract for the job to be completed within the stipulated 8 week time frame. Cllr Lerpiniere raised the question of the

upgrade of footpaths within the Parish. Cllr Tolley would also photograph blocked drains opposite Norwood Yard for onward transmission to the Highways Department by the Clerk.

Decision: The Clerk is to contact Cllr Bradwell concerning footpaths within the Parish. Cllr Tolley to provide photographs.

Item Ongoing

13. Insurance Scheme Quote. The Clerk informed the Meeting that she was unable to obtain a complete and full quote until all Parish Assets to be covered under the scheme were accounted for. The Clerk further informed the Meeting that she would endeavour to provide a full account at the next Meeting. **Item Ongoing**

14. The Clerk would contact NKDC and organise for the Sustainability Officer to speak at a Energy Conservation Meeting open to all Parish Residents. Although message was left with the Clerk by David Webb she is still waiting for him to contact her on his return from holiday and will update the Parish Council as soon as she has any information. **Item Ongoing**

FINANCIAL MATTERS

15. The Adoption of Accounts, although accepted at the May Parish Council Meeting, it was not formally proposed after unanimous agreement, therefore these Minutes can be taken as the formal acceptance of the Accounts for the period 01 Apr 07 to 31 Mar 08.

Decision: Clerk to complete Audit paperwork and Chairman to sign for onward transmission to Auditors

16. Cheques to be signed:

a.	Litter Picking 01 Jul – 30 Sep 08	£70.00
b.	Clerk's wages 01 Jun – 31 Aug 08	£219.80

PLANNING

Applications received:

17. Following applications received since last Meeting:

a. Resubmission for single storey side extension 3 Martin Road – received 30 May 08 and no objections sent back from PC on 11 Jun 08.

b. Erection of Field Shelter and Attached Stables/Store – Top Farm Thorpe Tilney.

Sec Note: No Objection letter returned 07 Jul 08

c. Erection of Single Storey Side and Rear Extension – Owl's Hoot, 3 Main Street, Timberland.

d. Erection of Two Storey Extension – Woodview Cottage, Timberland Drive.

18. Applications Refused.

a. Planning Appeal by Mr G Williams re site at land at Hallam's Lane, Timberland received by the Clerk on 12 May and PC Objections sent back to Bristol within timescale.

BILLINGHAY LAFFORD HIGH SCHOOL

19. The Chairman informed the Meeting that although there had been no formal news updating the situation, many parents in the Parish were already accepting the inevitable closure of the school. **Item Ongoing**

VILLAGE HALL

20 Further to the discussion that took place during Public Questions, Cllr Clarke raised the question of the merit of a Village Hall Management Committee member being co-opted onto the Parish Council to fill the current vacancy. Cllr Elvidge stated that historically a Parish Councillor had been a member of the Village Hall Management Committee but the appointment had been allowed to fall vacant in recent years. The Chairman stated that as the Parish Council vacancy had been advertised and this would be discussed as a separate item on the Agenda. Discussion took place about working with the Village Hall Committee and it was agreed that the Village Hall Committee was doing a very good job in respect of the administration of the Village Hall. Cllr Lerpiniere stated that that the Parish Council should have some form of feedback about the general administration and maintenance of the Village Hall on a regular basis.

a. Decision: The Parish Council should accept the offer of a quarterly update from the Village Hall Committee Chair.

Proposed: Cllr Speirs
Seconded: Cllr Elvidge
Abstained: Cllr Clarke

MARTIN PLAYING FIELD

21. The Chairman would contact the Chairman of Martin Parish Council for an update and to offer the assistance of Timberland Parish Council to help take forward the establishment of the new Playing Field. **Item Ongoing**

VILLAGE WEB SITE

22. The Clerk informed the Meeting that she had been in contact with LALC and they confirmed that the Parish Council could set the level of information published to the web. After discussion it was unanimously agreed that Parish Council Minutes and a list of Parish Councillors would be published to the web. To that end the Clerk provided all Councillors with a short declaration for signature to show their agreement that only names would be published to the web. The Declarations would be held by the Parish Clerk and the web administrator would be informed of the Parish Council's decision. **Item Ongoing**

VOLUNTARY CAR SCHEME

23. Cllr Tolley gave a short brief explaining the Voluntary Car Scheme that is being run in the County to aid residents who have difficulty in getting public transport to attend hospital appointments etc. He informed the Meeting that each volunteer is financially supported at a rate of 40p a mile by the local authority who then reclaim the cost from those people using the service and this a mean's tested financial contribution. The scheme is run from Louth and Cllr Tolley informed the Meeting that the issue would be discussed at the next Cluster Meeting with a view to setting up and running a local scheme within the Cluster. He also informed the Meeting that some Parish councils are helping to fund their local schemes. Cllr Ambridge asked for clarification of who uses the scheme and he was informed by Cllr Tolley that any person who is able to get in and out of a car is able to use the service.

24. The Chairman and Meeting agreed that this is a laudable scheme for private individuals to support and as this is an Item for the next Cluster Meeting, it was agreed to await the Minutes from the Cluster Meeting before further discussion. **Item Ongoing**

CLUSTER SPEED INDICATOR DEVICE DRAFT SERVICE LEVEL AGREEMENT (SLA)

25. The Draft SLA had been received prior to the Meeting and had been distributed along with the Agenda for all Parish Councillors to read. After discussion it was decided that the following questions would be raised at the Cluster Meeting on 02 Jul 08:

- a. Are any actual costings available for the future maintenance of the equipment as Timberland has a small precept and it would be difficult to budget for costly maintenance.
- b. Clarification of risk assessments that would be carried out for each individual site (What if no suitable site in Timberland then Parish would see no benefit)
- c. The physical mechanics of the siting of the equipment including manning (theft/vandal proof?)
- d. Are the the Road Safety Partnership not already providing this service and if they why is the speed device required?

PARISH COUNCILLOR VACANCY

26. The Clerk informed the Meeting that NKDC Electoral Services had written on 26 June and confirmed that no requests had been received for an election of a Parish Councillor to replace Michael Moor and that the Parish Council may now co-opt a new member to fill the vacancy. The Clerk also confirmed that the only person who had volunteered for the position was Mrs Jill Speirs and Cllr Lerpiniere proposed that as Mrs Speirs was the only resident to come forward she would be an ideal replacement for Cllr Moor as she was at the heart of the Village in her position of running the Village Store and Post Office.

Decision: A vote was taken by members present on co-opting Mrs Speirs onto the Parish Council and Cllrs, Tolley, Lerpiniere, Elvidge and Speirs agreed with Cllr Clarke abstaining from the vote.

AOB including correspondence received.

27. Childrens' Ark. Cllr Tolley informed the Meeting that the Childrens' Ark facility would be visiting Martin on 01 August and that this is another item for the Cluster to discuss. He also informed the Meeting that, due to the limited numbers that can use the facility at any one time, he would be raising the issue of a separate visit to Timberland as there were a number of children within the Parish who had expressed an interest in attending the Ark. **Item Ongoing**

28. Youth Outreach Development Manager. The Clerk informed the Meeting that she had received correspondence informing the Parish of the appointment of a new Youth Outreach Development Manager. This information was passed to Cllr Tolley. **Item Closed**

29. Victim Support Request for Donation. It was unanimously agreed that the parish Council could not support at this time.

Decision: Clerk to write and inform Victim Support of Parish Council decision. **Item Closed**

30. Free Tree Scheme. The Clerk informed the Meeting that Information regarding the Free Tree Scheme had been circulated around all Councillors and it was unanimously agreed that further to the May Minutes Cllr Tolley would apply for a tree to replace the one in Main Street. It was also agreed that the leaflet would be displayed in the Post Office. The Clerk would put a small notice on the Parish Noticeboard publishing this fact. **Item Closed**

31 The Clerk informed the Meeting that she had received a letter from the Parish Partnering Officer advertising the 'Travel Lincolnshire' web site. The information had been passed on for addition to the Martin/Timberland Community web page. **Item Closed.**

32. The Clerk informed the Meeting that she had received correspondence from NKDC showing the new street numbering for the barn conversions on Station Road. The letter will be held as part of the Clerk's records. **Item Closed.**

33. The Parish Councillor unanimously agreed that a letter of thanks be sent to Michael Moor on his retirement from the Parish Council.

Decision: Clerk to raise letter on behalf of the Parish council for the chairman's signature.
Item Closed

DATE OF NEXT MEETING

53. Date of next Meeting will be published once the date of the next Cluster Meeting is confirmed and will be held at 7.30pm in the Village Hall.

Sec Note: Date of Next Meeting 18 August 2008

There being no further business the meeting closed at 9.50pm

Signed

Position

Date