

## ALKBOROUGH AND WALCOT PARISH COUNCIL

Minutes of meeting held at 19:00 on 3 July 2019

### Present

Parish Councillors: S Spencer(Vice Chairman), J Ellis, S Fell-Bowers, J Gaunt,  
N Harland, D Roberts  
Ward Councillors: Cllr. R Ogg, Cllr. E Marper, Cllr. H Rowson  
Parish Clerk: J Mackey  
Residents' Association: I Cranston  
Members of the Public: One

#### 1. Apologies for absence

Councillor J White

#### 2. Declarations of Interest

None.

#### 3. To resolve the adoption of the minutes of the meetings held on 15 May 2019 as a true record

The minutes were accepted as a true record, and signed by the Vice Chairman.

#### 4. Clerk's updates

##### a) Walcot Hall pruning of overgrown trees and ivy

Cllr. Harland had not yet had an opportunity to fully discuss the pruning of the roadside trees and ivy with the owners of Walcot Hall but would endeavour to resolve the matter soon.

##### b) Felling of trees bordering Low Wells and Orchard House

The Clerk would seek an update from the Chairman regarding the felling of the trees bordering Low Wells and Orchard House.

##### c) VE Day 75 – 75th Anniversary of VE Day

The Clerk had written to the local school, cricket club, the Coronation Club, the Methodist Chapel, and Reverend Pledger at St John the Baptist Church regarding jointly arranging celebrations for the 75<sup>th</sup> anniversary of VE Day due to take place over the weekend of 8-10 May 2020. The local Women's Institute would also be contacted about participating. Replies had so far been received from the school, Methodist Chapel and the Coronation Club; all had expressed a wish to take part in the celebrations. The next steps in organising a joint meeting to discuss the celebrations would be discussed at the September council meeting.

d) **Church Footpath**

The Church footpath had been swept clean in preparation for a recent funeral; however the grass on each side of the path needed to be cut back by a couple of inches. This could only be done with the permission of the vicar. Cllr. Roberts would discuss with the vicar and arrange a small team to attend to the path clearing.

e) **Plant pot hazard on Front Street**

The Clerk had written to the resident concerned and reported that they had kindly moved the plant pot.

5. **To consider, by co-option, applications received for the vacant position of one Councillor**

At the local council elections held on 2 May 2019 there were seven nominations for the office of parish councillor; this has resulted in there being one vacancy for a councillor on the parish council. This had been discussed at the Annual Parish Council held on 15 May 2019 and the procedure for filling this vacancy had been agreed at that meeting.

Following advertisement of the vacancy applications had been received from Nigel Brown, Philip Gabriel and Richard Taylor; the eligibility of each applicant had been verified. In addition to the official application form each applicant had submitted a document outlining how they felt they could contribute to the work of the council and local community; all documents had been made available to the council members.

Result of the vote: Nigel Brown 6 votes, Philip Gabriel 0 votes, Richard Taylor 0 votes. Nigel brown was duly co-opted as a member of the Council.

6. **Annual review of Risk Management Procedures**

The Clerk presented the current Risk Assessment schedule and detailed how each item was being complied with. The Clerk referred to the Assets Inspection that is to be carried out annually; it was not clear that all assets were being inspected annually. The Vice Chairman would look into this matter.

7. **Staff Training – Certificate in Local Council Administration**

The Clerk referred to professional qualifications in local council administration available through the Society of Local Council Clerks (SLCC). The initial qualification, Introduction to Local Council Administration (ILCA) costs £99 plus VAT, and leads on to the higher level Certificate in Local Council Administration (CiLCA) at a total cost of £350. The CiLCA would be considered at a later date.

It was agreed to fund the cost of the ILCA training.

8. **Finance Report**

Balances at 30 June 2019:

General Account £11,319.38

Cemetery Account £14,445.04

The Bank Reconciliation had been checked and approved by Cllr. Roberts.

**9. To receive and agree accounts for payment**

Clerk's Pay for May and June. There were no invoices outstanding.

**10. Residents' Association**

IC explained that the last two RA meetings had been badly attended and the consensus was that residents of the village were not concerned about the existence or otherwise of the RA. Monthly meetings had been suspended with the next meeting scheduled for January. A secure site on WhatsApp had been established to provide information to residents. The general feeling had also been that the RA's Newsletter was not of interest to residents.

Cllr. Fell-Bowers would meet with IC and the Chairman of the Council to discuss the way forward for the RA, and any progress made would be discussed at the next council meeting.

**11. To receive report from the Neighbourhood Action Team**

Cllr. Ellis had attended the meeting held in June at Burton Pavilion. The new local Police Officer, PC Tony Stedman, had been in attendance and commented that he had walked around Alkborough meeting local residents.

Reference was made to an ongoing problem with the condition of the access road to the garages at the rear of College Close, Alkborough. This matter had first been raised at a meeting in November 2016 and at the January 2017 Burton and Winterton NAT meeting it was reported that it had been established that this road was owned by and was the responsibility of ONGO. They have been aware of the problem with potholes and overgrown vegetation on the access road but to date no action has been taken to effect repairs to the road. This matter was considered to be highly unsatisfactory and the Clerk is to write to ONG to obtain firm proposals and timeline for these repairs to be carried out.

**12. To receive and agree accounts for payment**

None.

**13. To receive reports from Councillors**

Councillor David Roberts

- DR referred to comments he had received about the bad condition of the footpath on Whitton Cliff. The Clerk advised that he had ascertained that the section of the footpath for which the Council are responsible had been cut to the required standard, however the section that was the responsibility of Whitton was badly overgrown. Ward Cllr. Ogg advised that the grass cutting on this section of footpath was organised by North Lincs Council. Ward Cllr. Ogg confirmed he would deal with this matter.

Councillor John Gaunt

- JG referred to a small area of grass at the rear of the cemetery that has not been cut. SS mentioned that the wet weather throughout June had resulted in the grass cutter

having to catch up on his cutting schedule and was probably staggering some of the work. SS would speak to the grass cutter about the matter.

- It had been noted following a funeral on the previous Friday that the grave digger had left the ground around the grave heavily cut up by the use of a digging machine, and clumps of earth had been left around the grave site. Two gravestones appear to have been damaged and this would be investigated. The funeral director would be contacted about the unsatisfactory nature of how the grave site had been left.

Councillor Shelley Fell-Bowers

- SFB had received three complaints about the long grass beside the path on West Halton Lane. Ward Cllr R Ogg advised that this is cut as part of North Lincs Council's inter Town Mowing programme. The grass would be monitored and the matter referred to NLC if the grass is felt to be too long.

Ward Councillor Ralph Ogg

- RA referred to comments he received about the poor condition of the play area. There are grants available for new equipment. An assessment of the play area and its equipment would be carried out by Cllr. N Brown.

**14. Date of next meeting**

The next meeting is due to be held at 19:00 on Wednesday 4 September 2019.

**15. The meeting closed at 20:00**