

SMEETON WESTERBY PARISH COUNCIL

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A meeting of the Parish Council was held on Wednesday 6th September at 7.30pm at the Village Hall, Smeeton Westerby.

Councillors present:

Cllr. Michael Vickers (Chair)

Cllr. Anna Young

Cllr. David Brierley

Cllr. Richard Clarke

Frances Webster (Clerk)

1. Apologies

Apologies were received and accepted from Cllr. Coltman due to holiday commitments.

Cllr. Young confirmed that she would be resigning her position as Councillor due to relocation. The Clerk agreed to advertise the vacancy immediately.

2. Declarations of Interest

None declared.

3. To approve the minutes of the meeting held on 10th May 2017.

It was resolved to approve the minutes with an amendment to correct the legislation cited in item 12. Proposed Cllr. Vickers and seconded Cllr. Young. The minutes were signed by the Chair.

4. Matters arising from Allotment Inspection:

1. Councillors considered advice received from Allotments and Gardens Council UK on the requirement to hold insurance cover for individual allotment plots. It was proposed by Cllr. Vickers and Cllr. Clarke to purchase membership of the Allotments and Gardens Council UK with a view to subsequently purchasing their Group Policy in order to effect such cover.
2. Councillors asked the Clerk to obtain quotations for the allotment boundary hedge works for 2017. It was agreed that a meeting would need to be held with the successful contractor to confirm the extent of the works and identify any shrubs to be protected.
3. The Clerk confirmed that letters had been sent to the owners of each unworked allotment plot.
4. In order to better assess the condition of the wall running alongside the allotments on Gumley Road, it was proposed

by Cllr. Clarke and seconded by Cllr. Vickers to approve the quotation received from Spendlove Contractors but to request that only the saplings (and not the ivy) be removed at this stage. Cllr. Clarke suggested that the Parish Council then contact the adjoining property owners to discuss continued assessment of the stability of the wall.

5. Community Speedwatch

Councillors confirmed the practical arrangements and rota for running the Community Speedwatch initiative from 9th to 22nd September.

6. Vehicle Activated Sign

Councillors reviewed the data from the Vehicle Activated Sign and noted that there is a problem with people not adhering to the speed limit in the 30 to 40 mph range as they enter the village and also the occasional speeder in the 40 to 50 mph range.

7. Planning Matters

Councillors reviewed planning application 17/01370/FUL - erection of single storey front extension at 15 Saddington Road - and agreed no comment.

Finance and Administration

8. Consideration of further application to DCLG Transparency fund.

The Clerk recommended that the Council make a further application to the DCLG Transparency Fund with a view to acquiring a Parish Council laptop. It was proposed by Cllr. Young and seconded by Cllr. Brierley that the Clerk complete an application at the earliest opportunity.

9. Internal and External Audit for 2016-17

Councillors noted that no recommendations were received from the 2016-17 internal and external audits.

10. Clerk Payments

It was proposed by Cllr. Vickers and seconded by Cllr. Young to approve payment for eight "Keeping in Touch" days worked by Clerk during maternity leave.

11. Accounts and Invoices for Payment.

It was proposed by Cllr Vickers and seconded by Cllr. Clarke to accept the following accounts for payment:

Autela Payroll (100462): £36.80
F Webster May and June Salary (100458 and 100459): £142.22 and £170.22
HMRC Income tax (100461): £119.20
F Webster payment for 6 KIT days worked July to September 2017 (100463) £401.61.
4 Counties May mowing (100464): £46.80
4 Counties June mowing (100465): £31.20
4 Counties July mowing (100466): £46.80
Ireland & Co. Internal audit fee (100467): £300.00
2 Commune UKLC website hosting (100468): £360.00
The Kibworth Chronicle advertisement (100470): £25.00
AGC UK Membership (100469): £30.00

12. Resignation of Clerk and Plans for Recruitment.

Cllr. Vickers confirmed that the Clerk has tendered her resignation having been offered a position working for LRALC. The Clerk was asked to advertise the role in the Kibworth Chronicle, on the village noticeboard and on the LRALC and Parish Council website. Councillors confirmed that they would distribute leaflets to each household notifying of the Clerk and Councillor vacancies.

13. Approval of bank and budget reconciliation

It was proposed by Cllr. Brierley and seconded by Cllr. Clarke to accept the bank and budget reconciliation presented by the Clerk. Both documents were signed by the Chair for the record.

14. Date and time of next meeting

Wednesday 6th December at 7.30pm.