

A meeting of Canwick Parish Council was held on Monday 16th May 2011 at the Village Hall, Montagu Road, Canwick. District Councillor Mrs M. Brighton OBE and the Clerk were also present.

Present: Councillor L.J. Pennell – Chairman
Councillor I.D. Carrington – Vice Chairman and also District Councillor
Councillor Mrs C.M. Griffin
Councillor M.T. Hales
Councillor R. Narborough
Councillor L. O'Melia

All councillors present signed the Declaration of Acceptance of Office before the meeting commenced. Cllr Mrs Vince did so subsequently.

1. Apologies and Declarations of Interest: Apologies were received from Cllr Mrs Vince, for personal reasons and District/County Councillor R Oxby who had a previous engagement. There were no declarations of interest.

2. Election of Chairman for the Ensuing Year & Declaration of Acceptance of Office: The retiring Chairman asked for nominations for the position of Chairman. Cllr Carrington proposed that the current Chairman continue, this was seconded by Cllr Hales and the resolution was unanimously agreed. There were no further nominations. Cllr Pennell accepted the position of Chairman. The Declaration of Acceptance of Office was duly signed.

3. Election of Vice-Chairman for the Ensuing Year & Declaration of Acceptance of Office: Nominations for the position of Vice-chairman were invited. The Chairman proposed Cllr Carrington and this was seconded by Cllr O'Melia. The resolution was unanimously agreed. There were no further nominations. Cllr Carrington accepted the position of Vice-Chairman. The Declaration of Acceptance of Office was duly signed.

4. Appointment of Members to Committees: A resolution to re-appoint members en-bloc with the additional appointment of Cllr Mrs Vince to the Planning and Environment Committees was unanimously agreed:-

Planning: Lead Member Cllr Carrington, Cllr Mrs Griffin, Cllr Mrs Vince and Cllr Pennell.

Environment: Lead Member Cllr Hales, Cllr O'Melia and Cllr Mrs Vince.

Finance: Lead Member Cllr Pennell and Cllr O'Melia.

Bank Signatories: Revalidated Cllr Pennell, Cllr Carrington, Cllr O'Melia and Cllr Mrs Griffin.

Communication: Lead Member Cllr Carrington, Cllr Narborough to assist.

Parish Plan: Cllr Carrington, Cllr Mrs Griffin and Cllr Hales.

The Chairman and Vice-Chairman Ex-Officio Members on all standing committees.

5. Clerk's Notes from the Meeting on 18th April 2011: The notes from this meeting had been distributed to each member and were taken as read. The Chairman proposed the notes be accepted and approved as minutes for signing and this was unanimously agreed.

6. Matters Arising:

6a. Information Pack for New Residents: No packs had been issued this month. Cllr Hales reported new people in Holly Cottage. Cllr Narborough will supply a new pack to them.

- 6b. Web Site:** Cllr Carrington reported that routine maintenance had been carried out during the previous month.
- 6c. NKDC Broadband Survey:** Cllr Carrington declared that 'purdah rules' had delayed the progress of the survey recently but he will now re-commence shortly with a flyer drop and details on the website.
- 6d. Development at the Dower House:** The Chairman had spoken to the Enforcement Officer at NKDC who were already aware of the matter. See item 7c.
- 7. Planning:**
- 7a. 11/0357/FUL Erection of 2 storey side extension to provide additional hotel accommodation and creation of additional parking spaces – Premier Inn, next to Mill Lodge:** The plans were viewed by members who had not seen them previously. The Chairman explained that the Planning Committee had already submitted a 'no comments' response as the deadline had been before the meeting. The submitted response was endorsed by all members.
- 7b. Properties adjacent Stone Cottage, Hall Drive Canwick:** Cllr Carrington reported that he had approached the Enforcement Officer at NKDC who had already been contacted by the neighbour and visited the site. After scrutinising planning conditions a temporary 'Stop Notice' was administered and displayed on site.
- 7c. 11/0148/FUL Redesign of Plot 3 to incorporate a new ground floor extension to form living area and utility room at The Dower House, Montagu Road:** Plans were displayed for viewing by members who had not already seen them. It was resolved that a 'no comments' reply would be sent by the Clerk.
- 8. Environment:**
- 8a. Highways Issues:** Cllr Hales reported that following last months Parish Meeting, Highways staff had spoken with Robin Williams. However, Mr Williams was disappointed that County Council had not spoken to the contractors with reference to the damaged road on Pelham Lane. The Chairman suggested mentioning it to Trevor Hines at the next Highways meeting in August. Cllr Carrington suggested asking a County Councillor to be present at this meeting. It was noted that the cycleway had been slurry dressed.
- 9. Correspondence:**
- 9a. LALC Parish Survey 2011:** This was noted by members who agreed various points depended on funding. The Clerk will complete and return.
- 9b. LALC Post-Election Assemblies:** The Chairman asked for anyone wishing to attend either venue to confirm with the Clerk.
- 9c. 'Preparing an Emergency Plan' Workshop:** The Chairman stated he hoped to attend the workshop in Lincoln on 1st September and asked if anyone else wished to attend either venue to confirm with the Clerk.
- 9d. Bus Stop Request:** Following a request from a parishioner the Chairman had contacted County Council about the provision of a bus stop on the B1188 between Canwick and Branston near to Highfield House. An e-mail response had been received stating that County Council would not be able to implement this at present due to funding cuts. Cllr Carrington proposed that we contact County Councillor Oxby for his involvement.
- 9e. Highways General Maintenance Programme:** The Clerk had e-mailed this out to all members.
- 10. Four Parishes Cluster Group:** No update.
- 11. Parish Plan Steering Group:** No update.

12. Finance:

12a. Bank Account Update: The Chairman passed around copies of the monthly reconciliation spreadsheet for all members to view. It was noted after un-presented cheques there was £116.65 left in the current account. The balance of the deposit account was £10,037.63.

12b. Insurance Renewal: After reviewing details, the Chairman suggested staying with AON for the following year at a cost of £457.31. This was unanimously agreed.

12c. Payments Due in May: The Chairman stated the Public Works Loan repayment of £258.67 was due on 2nd June. The premium under item 12b was also due for payment. Veolia were due £60.67 for the April grass cut which had been allowed for at the April meeting whilst awaiting an invoice. The payments were agreed. In addition clearance was given to pay Veolia for up to two grass cuts in May on receipt of an invoice.

12d. Transfer of Funds: It was proposed by the Chairman to transfer £800 from the deposit account to cover these payments and this was seconded by Cllr Carrington.

12e. Annual Audit: The Chairman sought clearance for the accounts to be handed over for internal audit. This was unanimously agreed.

13. Urgent Items for Information: Cllr Mrs Griffin reported that she had asked the Librarian if there had been an improvement in business since it had coincided with the Village Hall coffee mornings on a Friday. Unfortunately this was not so and there had actually been a decline in people using the service. The Chairman asked Cllr Narborough to remind people at the coffee morning that the Library Van is outside. Cllr Narborough mentioned that the polling booth was still at the hall after the elections earlier in the month. The Clerk will inform Electoral Services.

14. Date of Next Meeting: The date of the next meeting was scheduled for Monday 20th June 2011 at the Village Hall, Montagu Road, Canwick starting at 7.30pm.

There being no further business the Chairman closed the meeting at 8.40pm.