

**The Annual General Meeting of Canwick Parish Council was held at the Village Hall, Montagu Road, Canwick, on Monday 18<sup>th</sup> May 2008, at 7.30pm. PCSO Carol Daman-Willems was present.**

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

The Chairman opened the meeting with a welcome to those present.

**1. Apologies and Declarations of Interest:** Apologies from District Cllr Mrs Brighton and District/County Cllr Oxby were noted. Both the Chairman and Cllr Narborough referred to the decision notice at item 7c and noted that in the event of a possible discussion about that ruling they wished to record a prejudicial interest as they both lived adjacent to the development site.

**2. Election of Chairman for the Ensuing Year & signing of 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 O'Melia and unanimously agreed. There were no further nominations. Cllr Pennell accepted the position of Chairman for the ensuing year. The Declaration of Acceptance of Office to be signed at the earliest opportunity.

**3. Election of Vice-Chairman for the Ensuing Year & signing of Declaration of Acceptance of Office:** The Chairman asked for nominations for the position of Vice-Chairman. Cllr Mrs Griffin proposed that the current Vice-Chairman continue, this was seconded by the Chairman and unanimously agreed. There were no further nominations. Cllr Carrington accepted the position of Vice-Chairman for the ensuing year. The Declaration of Acceptance of Office to be signed at the earliest opportunity.

**4. Appointment of Members to Committees:** Members were re-appointment en-bloc:-

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

**Environment:** Lead Member Cllr Hales and Cllr O'Melia.

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

**Bank Signatories:** reaffirmed 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, Cllr Hales and Cllr Narborough.

**5a. Clerk's Notes from the previous Parish Council meeting held on 20<sup>th</sup> April 2009:** The notes had been distributed to each Member prior to the meeting and were taken as read. The Chairman proposed that the notes be accepted and approved as minutes and this was agreed unanimously.

**Police Matters:** PCSO Carol Daman- Willems reported that a car was broken in to along School Lane, but no one had heard or witnessed the incident despite the location being very visible. PCSO Carol asked Members if they had any items to share. The ongoing problem with a dog escaping from its owners' property had been observed once the previous week, and on another occasion it was loose in the road and barked as a resident went past but ignored it. PCSO Carol was advised that the attendance by the Police mobile unit was anticipated at the Village Fete on 11<sup>th</sup> July 2009 and this was noted.

**5b. Clerk's Notes from the Annual Parish Meeting held on 20<sup>th</sup> April 2009:** To Follow

**6. Matters Arising:**

**6a. Information Packs for New Residents page 1 item 3a:** No new information.

**6b. Web Site page 1 item 3b:** Routine maintenance had taken place over the past month. Cllr Narborough raised a point about a change from Corgi Registration to Gas Safe Register; the new hallmark for gas safety from 1<sup>st</sup> April 2009. He suggested that a link be posted on the website for residents information and this was agreed - [www.gassaferegister.co.uk](http://www.gassaferegister.co.uk)

**6c. 2009/10 Meeting Calendar:** A list of meetings for the coming civic year was received, noted and accepted by Members.

## 7. Planning

**7a. N/17/0275/09 First floor extension over existing ground floor flat area to form additional living accommodation at Danesbury, Sibthorpe Gardens:** Members looked at the details on the plans and significant overlooking to the immediate north was noted. However, it was agreed that if the resident didn't object then the Parish Council had no objections either.

**7b. N/17/0276/09 Erection of single storey rear extension at Fables, Heighington Road:** Members reviewed the details of the proposal. It was agreed that there were no objections or other comments to return to NKDC.

**7c. Decision Notice Erection of two storey dwelling at land adjacent to Stonegate, School Lane:** Permission had been refused for this development on 8<sup>th</sup> May 2009 and the main reasons for the decision were noted for information.

## 8. Environment

**8a Highways Issues:** Reference was made to the installation of a drive at a property along Hall Drive reported at the previous meeting. It was noted that there was no planning requirement for the drive if a permeable surface was used. It was considered that appropriate drainage facilities should be included as soil from the new drive was being washed onto Hall Drive. The installation had yet to be finished and it was agreed to continue to monitor the situation. The NKDC Enforcement Officers had been alerted. Cllr Hales updated on his discussion with the Highways Officer who had met on-site with the County Council Tree Officer. It was confirmed that the dead Black Pine would need to be removed and the stability of the second Black Pine was of concern. The Owner had been advised to get the tree assessed by a tree specialist.

Verge maintenance along Grange Lane to clear a metre wide strip on the front of the building plots, and the arrangements for weed control in the village was noted. The presence of eroded soil from the embankment on Canwick Hill between School Lane and Heighington Road had been observed again.

A pair of newly installed radar warning signs had been observed along the Lincoln Road to Branston (B1188). The signs warned of speed cameras rather than the speed limit. A query was raised why these costly items had been installed. It was felt that they would have been better located on Canwick Hill

**8b Dog Fouling:** More problems on the Playing Field, especially near the site of the play equipment, were reported. The Clerk was asked to notify the Dog Warden.

## 9. Correspondence:

**9a: Road Works on Canwick Hill:** We had been notified about essential maintenance works at the top part of Canwick Hill with the closure overnight of that thoroughfare from 8/9 June 2009 for seven nights. Notices were already on display en route.

**9b Public Sector Duties:** The Equality & Human Rights Commission had written to notify about a forthcoming Equality Bill to harmonise the existing three public sector duties into one equality duty. The Chairman stated that our own policy was to treat everyone equally.

**9c NK Local Plan Adopted 2007:** The receipt of a printed version of this document was noted. It was agreed to provide a link to this document on the District Council website so that residents could access the information on-line from the Village Website.

**9d. Public Transport Information Distribution Survey:** It was considered that ten copies of this information was sufficient and that we were happy to link the online version on the Village Website.

**9e. NKDC Calendar of Meetings:** The receipt of this schedule was noted and it was agreed to retain the list on-file for information.

**9f. Rural Links Spring/Summer 2009:** The receipt of this magazine was noted and it was agreed to place it on the table in the foyer at the Village Hall for residents to read.

**9g. Library Service:** We had heard that another round of consultations was to commence in an effort to improve the service within the current budgetary constraints. It had been reported that representatives from Parish Councils were being asked for feed back.

**10. Four Parishes Cluster Group - update:** The Chairman was pleased to observe that the Play Area on the Playing Field was well used and noted that an official opening of the Play Area had been arranged for Sunday 24<sup>th</sup> May 2009.

**11. Parish Plan Steering Group:** Work was ongoing to get the Parish Plan out for consultation over the summer.

## **12. Finance**

**12a Bank Account Update:** An interim statement had been produced as the bank details etc had been handed over to the Chairman for the Internal Auditor to review. A balance of £9,638.71 in the deposit account was noted following the receipt of the annual precept of £5,000 and £100 incentive payment from Inland Revenue for online filing. The current account balance was £352.74 following the clearance of un-presented cheques. The situation was noted by Members and accepted as standing.

**12b Payments due in May:** An invoice from Veolia for cutting the boundary hedge of the playing field had still not been received and an agreement to pay this outstanding account was renewed. Cllr Narborough had paid the £10 entrance fee for the Best Kept Village Competition and it was agreed to reimburse him for that amount. A second account to cover the premium of £393.08 to renew the Parish Council's insurance by 1<sup>st</sup> June 2009 was noted for payment under item 12d.

**12c. Transfer of Funds:** It was agreed to transfer £100 to cover the payments approved that evening.

**12d. Insurance Renewal:** The details of the insurance had been reviewed by the Chairman and Clerk and it was agreed that there were no changes this year. Payment was approved as note under item 12b.

## **13 Urgent Items for Information:**

**13/1** Cllr Narborough advised that he had attended on 14<sup>th</sup> May 2009, a Village Halls Cluster Group workshop about Health and Safety and observed that he had picked up some useful points.

**15 Date of next Meeting:** The next meeting of the Parish Council was scheduled to take place on Monday 15<sup>h</sup> June 2009, at the Village Hall Montagu Road, Canwick, starting at 7.30pm.

There being no further business the Chairman closed the meeting at 8.55pm