

**A meeting of Canwick Parish Council was held on Monday 14<sup>th</sup> September 2009, at 7.30pm in the Village Hall Montagu Road, Canwick.** District Cllr Mrs Brighton OBE was present.

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

**1. Apologies and Declarations of Interest:** Cllr Carrington declared a personal & prejudicial interest in the planning application at item 4a erection of bungalow and garage, land at the rear of The Vines, Pelham Lane, as close relatives lived near the development site. Cllr Carrington and Cllr Mrs Griffin declared a prejudicial interest in item 9e when a public works loan for work at the Village Hall would be discussed, as they were both trustees on the Village Hall. Apologies from PC Andy Brown, PCSO Carol Daman-Willems and County/District Cllr Oxby were recorded.

**2. Clerk's Notes from the Meeting on 20<sup>th</sup> July 2009:** The notes from this meeting had been distributed to each member and were taken as read. The Chairman proposed that the notes be accepted and approved as minutes for signing and this was unanimously agreed.

### **3. Matters Arising.**

**3a. Information Packs for New Residents:** One pack had been recently issued.

**3b. Web Site:** Routine maintenance had been undertaken over the previous month.

**3c. Register of Interest Forms:** The Clerk recalled a letter received at the meeting on 20<sup>th</sup> July 2009, from the NKDC Member Services Officer about a review/update of Interest Forms under the Code of Conduct. A copy of the completed interest form following the last elections had been given to each member so that the details could be checked. The Chairman noted this as an opportunity to update if circumstances had changed and asked members to return amended details to the Clerk.

### **4. Planning:**

**4a. Erection of Bungalow and Garage, Land at the rear of The Vines, Pelham Lane:** Cllr Carrington's interest in the proposal was acknowledged and he left the meeting at this point. The Chairman introduced the application and invited members to view the plans and details of the new proposal, comparing them with details from a previous proposal on the site that had been approved in 2007. After a review draft comments objecting to the proposal were considered and endorsed for return to NKDC. Cllr Carrington rejoined the meeting.

**4b.TPO N.213/3 Works to Trees at Beau Vista, Hall Drive:** This application had been received in between meetings and had been dealt with by the Planning Committee because it was time sensitive. Works to reduce the height and tidy, reshape past cuts were proposed for Yew trees T1, T2, T3, T5, T7, similar works to a Holly tree T6 and the felling of a Holly tree T4 on a Tree Preservation Order had been considered and comments in support of the works had been returned. The action was endorsed by Members.

**4c. N665/1 Work on a Tree within a Group of Trees on Land at Hall Drive:** This application had also been received in between meetings and had been dealt with by the Planning Committee because it was time sensitive. The site of the group of trees was identified as land belonging to Jesus College and where we had asked a former Tree Officer at the NKDC for tree protection to be introduced. The application sought permission to fell one Pine and one Lime tree. However, a schedule of tree work had been attached to the application and it was thought that it might be a precursor for further felling requests. An exchange of correspondence with the existing tree officer at NKDC confirmed that the two specimens quoted required felling, and indicated that a condition for replacement planting would be imposed as part of any permission to fell. Comments returned were noted and endorsed by Members.

It was suggested that the NKDC Tree Officer be formally invited to visit Canwick for a walk-around the village and this was agreed.

**4d. Decision Notice – Erection of Side Extension with First Floor Accommodation in the Roof at 1 Sibthorpe Gardens.** Permission had been given for this development on 3<sup>rd</sup> August 2009 and the details were noted for information.

**4e. Decision Notice – Conversion and Alteration to Existing 9 No Garages and 2 First Floor Flats to Form 3 Dwellings.** Permission had been granted for this proposal on 28<sup>th</sup> July 2009. Nine conditions had been imposed for the works, to include the concerns that the PC had raised about the windows on the southern elevation overlooking School Lane. The outcome was considered satisfactory.

**5. Highways:** Pot Holes along School Lane and a loose inspection cover had been reported to Highways. The Clerk reported that after the last meeting she had again notified Highways Customer Services about the rotted post (30mph/One Way) at the junction of School Lane and Canwick Hill and had received a telephone reply saying that the engineer was on leave and due back the following week. No update had been received so she had raised the issue last week and was informed that the engineer was again on leave and that a message would be left for him to make contact on his return.

## **6. Correspondence:**

**6a. LALC News July 2009 and Training Scheme:** A copy of the LALC News No 134 had been given to all members and various topics were noted for information. A list of training courses was highlighted and members were asked to notify the Clerk if anyone wanted to attend. Cllr Narborough reported that he was already booked on the Fire Safety Training event on 21<sup>st</sup> September 2009, and this was acknowledged.

**6b. LALC AGM and Conference:** The forthcoming AGM and Conference at Horncastle College on 7<sup>th</sup> November 2009 was raised but no one was available to attend. The annual Report 2008/09 was available for members to peruse.

**6c. NKDC Governance Toolkit for Town and Parish Councils:** The Clerk had requested a disc format of the toolkit and it was taken by the Chairman to review. The toolkit was available electronically via a web link and a hard copy of the document could also be obtained from the NKDC.

**6d. NKDC Sleaford Southgate Regeneration & Supplementary Planning Document – Consultation:** A copy of this document was noted for information.

**6e. North Kesteven LSP Better Transport Forum:** The details of this Forum were noted.

**6f. Community Lincs 2009 Autumn Debate:** Details for this event at Metheringham Village Hall were noted by the Chairman.

**7. Four Parishes Cluster Group:** Arrangements for the next meeting on 15<sup>th</sup> October 2009, at Washingborough Community Centre were announced and ideas for spending this year's devolved funding were updated. More I.T. equipment in the purchase of lap tops and display equipment were favoured by this Council and would supplement the current IT equipment, screens and projectors currently available. The purchase of a speed indicator device for the police to manage had also been raised but was not favoured by this Council. A move to online planning was mentioned.

**8. Parish Plan:** Cllr Carrington announced that a first draft was available and copies were circulated at the meeting. This was an initial consultation prior to distributing to the wider community, local authorities and partners, plus other interested bodies. He expressed thanks to all of the local groups who had supplied information for inclusion in the document; these sentiments were extended to the Steering Group and other individuals who had helped with the project. The Chairman acknowledged the situation and thanked Cllr Carrington for the update and the work undertaken to date on this project.

## **9. Finance:**

**9a. Bank Account Update:** A statement showing the current financial position was circulated at the meeting. This showed the deposit account balance at £64.77. Members were also informed that a further £100 had been transferred during the recess to clear a grass cutting payment of £111.09 to Veolia ES and would leave a balance of £53.62 in the Current Account. The Deposit Account balance after all transfers was £8,813.93. The situation and actions during the recess was noted and approved.

**9b. Payments Due in September:** A list of accounts was noted to include the Clerk's salary for the ¼ year and a payment of income tax for the same period. Invoices from Veolia ES for grass cutting and payment to Clement Keys for the external audit had been received. All payments were approved.

**9c. Transfer of Funds:** It was agreed to transfer £700 to meet the expenses payable.

**9d. Conclusion of 2008/09 Audit:** The Chairman noted the completion of the audit and correspondence from Clement Keys regarding the closure notice for the previous year and the management of fixed assets which should be completed at cost. A closure notice for this year had been displayed on the village notice board and on the web site.

**9e. Public Works Loan:** The prejudicial interests declared by Cllrs Carrington and Mrs Griffin were acknowledged and they left the meeting at this point. The Chairman updated on his consultation with the LALC Asst CEO over the preparation of the application for borrowing approval. He hoped to be able to submit the paperwork later that week. Cllrs Carrington and Mrs Griffin rejoined the meeting and updated about the work. The lift was to be ordered and the installation of the new central heating boiler was scheduled to start next Wednesday.

#### **10. Urgent Items for Information**

**10a** An incident along a farm track off the B1188 involving 2 dogs and 2 people in a 4x4 vehicle who just managed to avoid a collision was reported. It was agreed to report the matter to the local police team.

**11. Date of Next Meeting:** The next monthly meeting would take place on Monday 19<sup>th</sup> October, at the Village Hall Montagu Road, Canwick starting at 7.30pm.

There being no further business the meeting was closed by the Chairman at 9.05pm