

# MARTIN AND MARTIN DALES PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING

**Date and Time: Tuesday 14<sup>th</sup> November 2023 7.30pm**

**Location: Martin Village Hall**

<b>Present</b>
David Busby (DB) V. Chair
Clare Pearson (CP) Chair
Will Jenkins (WJ)
Ben Lilley (BL)
Christopher Greene(CG)
Michael Ignatowski (MI)
Will Stephenson(WS)
Parish Clerk

<b>Present</b>
6 Parishioners
Cllr. R. Kendrick (RK)

### Public Session

The public are reminded that it is not possible to speak during the meeting unless addressed by the Chair.`

#### **Anaerobic Digester – Agenda Item 7.8**

#### **Trees in Parishioner's Garden – Agenda Item 6.1**

#### **Condition of Linwood Road – Agenda Item 6.2**

#### **'How Parish Councillors Should Act' Document**

A parishioner raised a non-specific concern about a Councillor – and informed the PC of the above document which he had become aware of.

#### **Woodland – see agenda item 7.3.**

<b>Minute Ref</b>	<b>Actions from this meeting</b>		<b>Action by</b>
<b>PS</b>	Date to be booked for the AD Public Meeting		<b>CP BL Clerk</b>
<b>PS</b>	BL to attend December AD Task and Finish meeting in December		<b>BL</b>
<b>PS</b>	Trees to be collected from Parishioner's Garden		<b>WJ MI</b>
<b>1.</b>	Clerk to inform Election Team of co-options Co-opted Councillors to complete Declaration of Interest form asap which, these must be sent within 1 month of co-option, to the election team.		<b>Clerk WS CG Clerk</b>
<b>6.1</b>	CP to have a site meeting with RK to look at options		<b>CP RK</b>
<b>6.2</b>	Clerk to contact Cllr. Kendrick to report the condition of Linwood Road		<b>Clerk</b>

<b>7.1</b>	<b>Playpark</b>		
	Clerk to send ROSPA report to CG		<b>Clerk</b>
	Clerk to send Risk Assessment and inspection form to CG for the playpark		<b>Clerk</b>
	Tunnel quote to be sought asap		<b>WJ</b>
	Closing of gates, in the evening, to be undertaken for a trial period.		<b>MI</b>
<b>7.2</b>	Clerk to request voluntary hours through RK for help in the cemetery.		<b>Clerk</b>
<b>7.3</b>	First stage of the grant to be applied for. Working party of volunteers and Councillors to work together to prepare land and plant trees.		<b>CP WJ</b>
<b>7.4</b>	Daffodils to be planted in the cemetery around the gates		<b>MI WJ</b>
<b>7.5</b>	Calendars to be sold on request and at the Christmas Fayre		<b>BL Clerk</b>
<b>7.7</b>	Emergency Plan to be sent again to all Councillors. Councillor to review and advise		<b>Clerk WS</b>
<b>7.8</b>	Anaerobic Digester survey to be completed and delivered. Council to be represented on the Task and Finish Group. Public meeting to be held – date to be agreed subject to availability of the hall – village hall to be booked.		<b>Volunteers  BL  Clerk</b>
<b>7.9</b>	Christmas Tree to be collected and delivered around the 24 <sup>th</sup> November		<b>DB</b>
<b>7.11</b>	Grant to be sought for the cleaning of the memorials		<b>CP and Finance Group</b>
<b>8</b>	Invoice for the course to be paid for the course fee invoice received.		<b>Clerk</b>
<b>8.1.3</b>	Finance Sub-committee to meet to review finances including the 2024-2025 Precept request.		<b>CP WJ WS MI</b>
<b>8.2.1</b>	Clerk to check with NKDC about ID cards.		<b>Clerk</b>
<b>8.2.2</b>	Clerk to arrange payment for the agreed grant to MATES		<b>Clerk</b>
<b>8.3</b>	Local Plan to be sent to all Councillors		<b>Clerk</b>
<b>8.4</b>	Finance Regs to be reviewed		<b>Clerk All</b>
<b>8.5</b>	Draft Precept to be considered fully before the January meeting when it will be agreed.		<b>RFO All</b>

<b>Minute Ref</b>	<b>Minute Commentary</b>	<b>Action By</b>
<b>1</b>	<p><b><u>Welcome and Apologies and Co-option</u></b></p> <p><b>Will Stephenson co-option</b></p> <p><b>Proposed: WJ      Seconded: MI</b></p> <p><b>Chris Greene co-option</b></p> <p><b>Proposed: BL      Seconded: CP</b></p>	

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	<p><b>All agreed</b></p> <p>WS and CG signed acceptance of office form and joined the meeting. Both were welcomed to the Council by the Chair.</p> <p>Clerk to inform Election Team</p> <p>It was confirmed that SK has resigned from the Council and there are now 2 vacancies. The legal notice will be displayed when received.</p> <p>Councillors to complete Declaration of Interest forms for sending to the election team within one month of the co-option.</p>	<p>Clerk</p> <p>WS/CG</p>
2	<p><b><u>Declarations of Interests</u></b></p> <p>CP declared an interest in the application for funding from MATES as a member of the committee.</p>	
3	<p><b><u>Previous Minutes 12<sup>th</sup> September 2023</u></b></p> <p>Accepted as correct</p> <p><b>Proposed by: MI                      Seconded: CP</b></p> <p><b>All Agreed</b></p>	
4	<p><b><u>County and District Councillor Remarks</u></b></p> <p>Volunteer Hours – PC to ask again in January for volunteer hours for help in the cemetery via RK.</p> <p>He informed the council that it is now possible, if obnoxious fumes are experienced by Parishioners due to illegal substances being smoked by neighbours, for action can be taken.</p> <p>He also reported the huge success of the tourism industry in Lincoln which includes the Castle being given a gold award.</p> <p>Cllr. Kendrick full, latest report is routinely put on the Website.  <a href="https://martinparishcouncil.co.uk">https://martinparishcouncil.co.uk</a></p>	Clerk RK
5	<p><b><u>Planning</u></b></p> <p>All planning is sent to the full Council and full details are available at: North Kesteven Planning on Line portal.  <a href="https://www.n-kesteven.gov.uk&gt;planningonline">https://www.n-kesteven.gov.uk&gt;planningonline</a></p>	Clerk
6	<p><b><u>Highways</u></b></p> <p>6.1 Moor Lane Tree</p> <p><b>Agreed: Cllr. Kendrick to complete a site visit with CP to look at options</b></p>	CP RK

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	<p>6.2 Linwood Road</p> <p>Complaints have been received about the condition of this road from Parishioners.</p> <p><b>Agreed: Clerk to write to RK for him to action</b></p> <p>All Highways concerns can be reported by parishioners directly on:  <a href="https://www.fixmystreet.lincolnshire.gov.uk">https://www.fixmystreet.lincolnshire.gov.uk</a></p>	<p>Clerk RK</p> <p>All</p>
7	<p><b><u>Parish Items</u></b></p> <p>7.1.1 Playpark</p> <p>CG agreed to pick up the monthly inspection and prepare the priority jobs from the inspection report.</p> <p><b>Agreed: Clerk to send him the report and inspection schedule document.</b></p> <p>7.1.2 Tunnel</p> <p><b>Agreed: WJ to get quotes for the Tunnel to prevent children climbing and causing further damage.</b></p> <p>7.1.3 Gates</p> <p>There is concern about some behaviour in the park with cars particularly late at night.</p> <p><b>Agreed: MI to trial opening and closing the gates in the evening and morning whilst out walking.</b></p> <p>7.1.4 Nets</p> <p>There has been damage to the football nets.</p> <p><b>Agreed: MI to monitor the condition of them over the winter</b></p> <p>7.2 Groundwork</p> <p>All done for this season and DH has done a good job. There has been positive feedback from a Parishioner thanking the Council for work undertaken.</p> <p>7.3 Woodland</p>	<p>CG Clerk</p> <p>WJ</p> <p>MI</p> <p>MI</p>

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	<p>CP and WJ updated the public forum on the current situation with regard to the woodland.</p> <p>CP confirmed that the Grant has been accepted. WJ confirmed that initially the first £6000 of a £35000 for planting, will be claimed to enable the PC to purchase further trees. If the grant is not received as expected the Council can decide not to proceed and the future use of the land will be re-considered.</p> <p><b>Agreed: WJ to make the first claim and when received, more trees will be purchased.</b></p> <p><b>Councillors and volunteers to work together to plant the trees.</b></p> <p>7.4 Gates – Cemetery</p> <p>All completed and look good.</p> <p>Daffodils to be planted around the gates.</p> <p>7.5 Newsletter/Calendar</p> <p>BL presented the finally finished calendar which everyone was very pleased with. 50 have been printed and will be sold for £5.70. Payments will be made via bank transfer if possible. Clerk to send Bank details to BL and cash can be handed to BL for banking via Clerk.</p> <p>Some will be sold at the Christmas Fayre in December.</p> <p>7.6 Facebook</p> <p>It was decided not to have a Facebook page for the time being and to use the village events page for messages to the Parish.</p> <p>7.7 Emergency Plan</p> <p>A general discussion took place. When it has been updated and agreed information can be included in a future newsletter.</p> <p><b>Agreed: Clerk to forward the document to everyone and WS to review the document and advise the Council.</b></p> <p>7.8 Anaerobic Digester</p> <p>BL reported back on the action so far. It was proposed that our rep joins the task and finish group (run by Blankney Parish Council) and for the Council to distribute and collate a survey to enable Parishioners to say whether they are for or against. They can also state any concerns they may have. A suggestion was made that a date should be included as to when it should be returned.</p> <p>The role of the Task and Finish group is to gain a greater understanding of the implication of any proposed development, to ensure any formal responses to a planning application are 'informed' responses.</p>	<p>WJ</p> <p>All</p> <p>BL Clerk</p> <p>WS Clerk</p>



Minute Ref	Minute Commentary	Action By
	<p><b>Agreed to pay 50% of the outstanding balance and the VAT can be re-claimed.</b></p> <p><b>£141.60 (includes VAT £23.60)</b></p> <p><b>All agreed. Clerk to send payment</b></p> <p>8.1.3 Finance Sub Committee</p> <p>A general discussion took place. It was proposed that a formal sub-committee is formed to discuss in depth anything relating to the finances and report back to the full council. Any Parish Councillor can attend this meeting. The sub-committee does not have the power to make decisions on behalf of the Council but will advise the full Council on any decision that needs to be made.</p> <p><b>Agreed: WS WJ CP BL to form a sub-committee which will meet on a regularly agreed basis and all meetings will be minuted and shared with the Council.</b></p> <p>8.2 Correspondence</p> <p>8.2.1 ID Cards</p> <p>A general discussion took place.</p> <p><b>Agreed: Clerk to check with NKDC whether they are available through them</b></p> <p>8.2.2 MATES funding application</p> <p><b>Agreed: to donate £300 towards the hampers. Payment to be sent.</b></p> <p><b>Proposed: BL Seconded WJ</b></p> <p><b>All Agreed</b></p> <p>Clerk to arrange payment</p> <p>8.3 Local Plan 2023</p> <p><b>Agreed: Clerk to send out again to all Councillors for them to read, due to Martin being included in the new plan.</b></p> <p>8.4 Finance Regulations/Standing Orders</p> <p><b>Agreed: Clerk to review documents</b></p> <p>8.5 Precept 2024-2025</p>	<p>Clerk</p> <p>Finance Committee</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>All</p>

Minute Ref	Minute Commentary	Action By
	Agreed: PC to review estimated accounts prepared and finance group	
9	<u>Agenda Items for the Next Meeting</u> Standing Items	
10	<u>Date of Next Meeting</u> Tuesday 9 <sup>th</sup> January 2024     7.30pm Martin Village Hall	

Signed:

Date: