

HILGAY PARISH COUNCIL

Minutes of the Full Parish Council Meeting held on Thursday 03-09-2020 at 7.00pm

This meeting was also accessible via Zoom for those shielding from COVID-19

Present:

Hilgay Ward

Cllr Graham Carter (Chair)

Cllr Jane Heatrick

Cllr Norman Highnam

Cllr Susan Annan

Cllr Peter Carter

Cllr Elaine Hall

Ten Mile Bank Ward

Cllr Ryan Coogan

Cllr Andy Greening

Cllr Ray Houghton

Cllr Faye Coleridge

Other non Council Members Present

Colin Wills

1. To receive Members apologies for absence

Cllr Peter Bates (shielding)

Cllr Annabel Charlesworth (Vice Chair) (holiday)

Cllr Gillian Harris (family commitments)

2. To receive Members Declarations of Interest

None declared

3. To approve minutes of 06th August 2020

Approved

4. To consider Hilgay and Ten Mile Bank Planning Applications

Cllr Elaine Hall – application for business units and car parking at the Barns, Ten Mile Bank. Council considered the impact the additional volume of traffic may have on the village and the additional employment opportunities it may provide.

'To agree to the proposed development'

Vote 4 against 3 in favour motion passed to OBJECT

5. Public Participation – 15 minutes max 3 mins per item

Three members of TMB attended the meeting and contributed to the discussion on item 15 and 16

Challenge was made by one resident to the Chair concerning the proposed changes to the Parish website, the website being out of date and PC minutes and agendas not being published on it. ACTION – the Chair confirmed this is something that is being rectified

6. Maintenance Officers Report

Colin Wills updated the PC on work that has been done and work to be done in coming weeks.

TMB:

- Boughs have been cut down at TMB playing field
- A number of Nitrous oxide gas cannisters have been removed from the playing field area
- True Blue building is deteriorating and is in need of repair
ACTION Clerk to confirm ownership and raise concern on behalf of Parish Council
- Potential need for tree surgeon to cut larger trees as Colin is not approved to climb
- Youth Shelter floor has been damaged – has been repaired but may need more drastic action. Request for Parish Councillor to inspect and advise
ACTION Cllr Graham Cater will inspect the Youth Shelter

Hilgay:

- Request to purchase slabs for bin standing and agreement where to place it
ACTION approved
- Watermans Lane - parts have become overgrown
ACTION – Need to contact landowner Mr Gerald Veal - Cllr Graham Carter to follow up
- Trees along The Avenue are closing in and need more drastic remedial action
ACTION – Cllr Graham Carter to speak to the Diocese
- Flower Meadow seeds have been received and will be planted

7. Chair's Report

- New Parish Clerk Laptop is needed – see item 9.
- Cllr Annabel Charlesworth has confirmed Internet Banking is being set up
- Cllr Norman Highnam is following up the application for the toilet grant and Covid-19 funding – should hear by 14-09-20
- Cllr Carter has sent an email to Mr Green requesting a discussion regarding the church yard and playing fields at Ten Mile Bank

8. To receive and consider correspondence

- Hilgay Community Ranger visit – likely to be in October 2020
ACTION – Councillors to inform Clerk of any requests by 08-09-20
- Speeding has been raised as an issue in Ten Mile Bank by a resident
ACTION – Clerk to advise resident to contact the Police
- Annual playground inspection due October 2020
ACTION – Clerk to obtain quotes and report back at next meeting
- Defibrillator Maintenance – pads and batteries – replacements are now due for the Hilgay unit.
**ACTION – ‘Renewal will be done automatically at no more than the cost of inflation when due, on an annual alternating site basis for Hilgay and Ten Mile Bank. 2020 will be Hilgay, 2021 Ten Mile Bank.
PROPOSED by Cllr Elaine Hall
SECONDED by Cllr Andy Greening,
All were in agreement with this proposal.**
- Allotment issue has been raised at Hilgay regarding a sign that has been put up by a resident preventing rights of way access for other residents.
ACTION – agreed this was a Police / Borough/County Council issue

9. Consider purchase of new laptop for Parish Clerk

Proposed by Cllr Andy Greening

ACTION - it was agreed Cllrs Ryan Coogan and Faye Coleridge will look at quotes up to approved spend of £500 and report back to the next meeting 01-10-20

10. Enquiry into councillor candidate non-invite to the last meeting for co-option – (Cllr Ryan Coogan)

Concern that the unsuccessful candidate for the casual vacancy was not formally invited to the meeting or informed

ACTION - Cllr Graham Carter agreed although a verbal invitation was given, in future this needs to be formally confirmed in writing

11. Consideration for sub-committees (Cllr Ryan Coogan)

Proposal made to approve the formation of the following working parties

- Finance and Resources (Cllrs Ryan Coogan, Faye Coleridge, Graham Carter)
- Planning (Cllrs Jane Heatrick, Andy Greening)
- Allotments and Footpaths (Allotments Cllrs Elaine Hall, Gillian Harris, Peter Bates. Footpaths Susan Annan)
- Technology (Cllrs Ryan Coogan, Faye Coleridge)
- Communications (Cllr Norman Highnam)

The above were proposed Working Parties to research and advise the Parish Council on matters only and will be further discussed at the October PC meeting.

ACTION – carry forward to next meeting 01-10-20

12. Great British Litter Pick (Cllr Jane Heatrick)

An update was given - posters have been put up around Hilgay village for this event on 13-09-20

**ACTION - Cllr Jane Heatrick will approach the school to advertise this event
Cllr Graham Carter is arranging the equipment
Any refreshments served will be in line with Covid-19 compliancy
The Ten Mile Bank Litter Pick event is on 20-09-20**

13. Poppy Wreaths – (Cllr Ray Houghton)

Proposal to purchase 3 Poppy wreaths for Hilgay and Ten Mile bank

ACTION - APPROVED

14. Update on Lawnmower guarantee – (Cllr Elaine Hall)

ACTION – carry over to next meeting 01-10-20

15. Action to be taken regarding dangerous boughs from trees at Ten Mile Bank playing field and need to establish who has legal responsibility – Church or Parish Council? (Cllr Andy Greening)

It was confirmed that the Feoffees Charity will undertake this work next week

A member of the public present highlighted some trees at Ten Mile Bank which need attention are over and above what Colin can do.

ACTION Cllr Graham Carter will speak with the Diocese regarding the trees

16. Consideration of Right of Access land at Ten Mile Bank – (Cllr Andy Greening)

Discussion took place raised by Cllr Ryan Coogan between the Parish Council and members of the public who were present regarding the potential for the Parish Council to take on the piece of land at Ten Mile Bank that runs between the Playing Field and School under a 'peppercorn rent'.

ACTION - Proposal – 'that the Parish Council considers the benefits of taking on this land for a minimal sum per annum and that a formal document is drawn up for a suggested period of 10 years giving pedestrian access only.

The benefits for and against making a formal agreement covering this period will be considered'.

PROPOSER – Cllr Ryan Coogan

SECONDED Cllr Andy Greening

Motion APPROVED

Cllrs Faye Coleridge, Ryan Coogan and Andy Greening to work with the family who own the land on wording of proposed said document and consult NALC for contract details and legal advice – Carry over to next meeting

17. Semi-Permanent signage for playing fields and sanitiser – (Cllr Graham Carter)

ACTION - To be considered following feedback from discussion on 14-09-20 as per agenda item 7.

18. Discuss Riverside News – (Cllr Elaine Hall)

'Should the Riverside News be re-started?'

ACTION – Cllr Graham Carter will liaise with Dave Barrington who publishes the Riverside News and feedback at next meeting

19. Discuss the building on Hilgay Parish Council Cemetery land – (Cllr Elaine Hall)

The low brick building was constructed around 1867 and is becoming dangerous.
'Should the Parish Council be seeking grants or quotes to restore this building?'

ACTION – to be discussed at next meeting 01-10-20

20. Update on ongoing dispute regarding LED lighting – (Cllr Elaine Hall)

ACTION – Clerk to follow up and report back at next meeting 01-10-20

21. Update on Ten Mile Bank playing field fence – meeting with Diocese – (Cllr Elaine Hall)

ACTION – Cllr Graham Carter to follow up with Mr Green and report back at next meeting 01-10-20

22. To agree bill payments

A list of invoices to pay was circulated

PROPOSER – Cllr Ryan Coogan

SECONDER – Cllr Peter Carter

All agreed APPROVED

23. items for future agendas

- Potential repairs needed to War Memorial at Hilgay – Norman Highnam to report back to next meeting
- Consideration of Christmas Trees and Lights – Jane Heatrick
- Need for updated contact list of Councillors for noticeboards – Cllr Elaine Hall
- Need for updated list of allotment plots – Cllr Elaine Hall

24. End – meeting closed at approx. 9.10pm