

METHERINGHAM PARISH COUNCIL

High Street, Metherringham, LINCOLN, LN4 3DZ

☎ 01526 323100

✉ parishclerk@metherringham-pc.gov.uk

<http://parishes.lincolnshire.gov.uk/Metherringham/>



Minutes of Annual General Meeting held on **Wednesday 29th May 2024 at the Parish Council Offices, High Street, Metherringham, LN4 3DZ at 6.30pm.** A public session, lasting no more than 15 minutes, was included.

Present

F Pembro (FP)

S Peek (SP)

B Nelson (BN)

R Grummitt (RG)

Malcolm Wallace (MWa)

Catherine Redpath (CR)

K Parker (chair)

M Westerman (MWe)

J Simpson (JS)

Asia O Sullivan (AS)

Mark Worthington (MWO)

Rob Castle (RC)

No members of the public were in attendance.

Meeting opened 1830hrs

With the unexpected absence of the clerk, Councillor Peek proposed Councillor Westerman to take minutes, seconded by Councillor Grummitt and all in favour.

1. To elect a chair for the ensuing year

Councillor Peek proposed Councillor Parker, seconded by Councillor Pembro and all in favour.

2. To receive the declaration of acceptance of office of the chairman of Metherringham parish council 2024/25.

This was completed at the end of the meeting.

3. To elect a vice chair for the ensuing year.

Councillor Westerman proposed Councillor Grummitt, seconded by Councillor Redpath.

Councillor Wallace proposed Councillor O Sullivan and seconded by Councillor Nelson.

Councillor Grummitt was declared the Vice chair with 8 votes to 4.

4. To receive the declaration of acceptance of the vice chair of Metherringham parish council 2024/25.

This was completed at the end of the meeting.

5. Public forum and LCC and NKDC representatives.

No members of the public were present.

Councillor Kendrick (LCC) gave the council an update on the report given at the village hall meeting. There is a new chair at NKDC. £90m has been earmarked for road repairs in this financial year. Purdah starts at midnight on 29th May 2024 for the forthcoming general election.

NKDC report from Councillor Pembro submitted but not circulated before the meeting.

Councillor Parry had submitted his report and it had been circulated.

6. To accept Apologies for Absence and reasons given in accordance with Local Government Act 1972 S85(1)

Apologies received from Councillor Parry. Proposed by Councillor Grummitt and seconded by Councillor Worthington and all in favour.

7. Members Declarations of Interests:

- a. Members may make any declarations of interest at this point but may also make them at any point during the meeting in accordance with Metheringham Parish Councils Code of Conduct
None
- b. Dispensations: To consider and grant dispensation to relevant members in accordance with Metheringham Parish Councils Code of Conduct
None received.

8. Appointment to committees of the council and representatives on outside bodies (village organisation committees)

- a. To appoint members to serve on the committees of the council

Environment committee (7 members plus chair as Ex officio) – Councillors Grummitt, Worthington, Peek, Westerman, Simpson and Nelson. Proposed by Councillor Parker and seconded by Councillor O Sullivan and all in favour.

Events committee – (6 council members plus chair as Ex officio) Councillors Castle, O Sullivan, Redpath, Worthington, Wallace and Pembury. Proposed by Councillor Worthington, seconded by Councillor Grummitt and all in favour.

Finance, staffing and communications committee – (6 council members plus chair as Ex officio) Councillors Westerman, Simpson, Grummitt, Pembury, Peek and Redpath. Proposed by Councillor O Sullivan and seconded by Councillor Worthington and all in favour.

- b. To appoint representatives to outside bodies (village organisations and committees)

Village hall committee – Councillor Nelson proposed by Councillor Grummitt, seconded by Councillor Westerman and all in favour.

Metheringham swimming pool – Councillor Worthington proposed by Councillor Pembury, seconded by Councillor Simpson and all in favour.

Metheringham Bowls club – Councillor Grummitt proposed by Councillor Westerman, seconded by Councillor Simpson and all in favour.

Metheringham Community Hub – Councillor Westerman proposed by Councillor Parker, seconded by Councillor Simpson and all in favour.

Metheringham football club – Councillor Castle proposed by Councillor Parker, seconded by Councillor Worthington and all in favour.

Metheringham community gardening club – Councillor Redpath proposed by Councillor Simpson, seconded by Councillor O Sullivan and all in favour.

9. To approve as a correct record the notes of the meeting of the council held on 24th April 2024.

Proposed by Councillor Simpson, seconded by Councillor Wallace and all in favour.

10. To receive updates up to 28th May 2024 from council and representatives on outside bodies.

a. Village hall management committee – B Nelson.

Attended AGM and all members were re-elected. Has also received a draft constitution. The draft accounts had been circulated but were noted as not been complete.

b. Swimming pool – M Worthington.

Notification of 4 minutes of a meeting was not an acceptable period of notice.

The pool has asked for a copy of the insurance for display as per requirements.

Solar Thermal system – need to check insurance to see if acceptable and also capability of the boiler.

EGM of council required to confirm insurance of pool and boiler. Clerk to be asked to write to pool to confirm proof of certificate of boiler inspection and capability of attaching solar device.

c. Bowls club – R Grummitt.

The club had recently hosted a social night and raised £17.50 in the process. Work is progressing on the building renovation. NKDC has recently awarded the club a small grant.

d. Community hub – M Westerman.

The decision was taken not to sell DVD/CD any more and the stock has been sold off to music magpie for around £10.

A volunteer left the team during May.

In the last FY the hub raised just over £2,000 in book sales and room hires.

e. Football club – K Parker.

There is concern over the state of the grass cuttings, wheeling marks and bins. KP to meet the grass cutters soon to discuss.

f. Gardening club – F Pembery.

Couldn't attend last meeting but spoke to their representatives at the village hall meeting in early May.

11. To receive a verbal update from the clerk on items that have occurred since the last meeting of the council including updates on the community speed watch, the spring and grass cutting.

With the absence of the clerk, no updates were available.

12. Environment committee recommendations (meeting held on 22nd May 2024)

a. As no meeting has yet taken place to resolve to send a formal invitation to Football club to meet with previously agreed representatives of the parish council in the first half of June 2024, along with three proposed dates for the meeting to take place on.

Proposed to give Councillor Castle 2 week to agree a meeting date. Proposed by Councillor Worthington, seconded by Councillor O Sullivan and all in favour.

b. Resolve that should no meeting take place by 21st June (as per 12a) for new locks to be placed on entry/exit gates to the fenced area located behind the star and garter preventing access.

Councillor Worthington proposed to amend date to 30th June, seconded by Councillor Simpson and all in favour.

c. Resolve to replace the damaged Springee at prince's Street playground with a like for like replacement.

Councillor Westerman proposed and seconded by Councillor O Sullivan and all in favour.

d. To resolve the purchase of a rope climbing net to replace the damaged rope climbing net cut by the use of a sharp object located on the wooden climbing frame in Prince's Street playpark and discuss the recent bouts of anti-social behaviour at the play park and resolve any action to be taken in respect of this.

Councillor Pembery prosed to replace the net on a like for like basis, seconded by Councillor Nelson and all in favour.

It was also agreed to publicise the damage being caused and the costs to the community of repairs/replacement, including social media and noticeboards.

e. To consider and resolve for the Prince's Street car park height restrictor goalpost to be attempted to be put back into place and if this is not feasible to bring back before council for consideration quotes for a new height restrictor entrance/exit post and any installation costs. Set up a working party and carry out repair. Defer to next meeting. Proposed by Councillor Worthington and seconded Councillor O Sullivan. All in favour.

f. To consider and resolve purchase of an appropriate lever safety lock for use at prince's Street car park.

Needs to be 5 digit combination lock to give access for emergency vehicles, to be purchased.

Proposed by Councillor Grummitt, seconded by Councillor Pembery and all in favour.

13. To discuss, agree and resolve a list of like (wish list) for submission to Virgin Media 02 for their consideration for community contribution remedial works to be provided/donated free of charge to the parish.

Fencing around parish office

Compound/driveway access

Bulbs for gardening club

Shiregate "duck pond" tidying

4 concrete pads for new benches

remove litter bin base from Fen Road.

Councillor O Sullivan proposed asking the parishioners for ideas.

Councillor Grummitt proposed putting the list to the parishioners and also asking for ideas.

Seconded by Councillor Redpath and all in favour.

14. Lincolnshire County Council Highways service is planning to deliver a programme of social value volunteering days. Proposals from parish councils/community groups for 2024/25 are now being accepted. Resolve whether the Council wishes to submit an agreed proposal of works to Lincolnshire County Councillor R Kendrick.

Painting of council office building

Shiregate "duck pond" tidying

All agreed.

- 15. To resolve and agree the parameters for what Metherringham Community gardening group are permitted to do, perform and undertake on the land to the rear of the council building and agree what this space can be used for by the group.**

Councillors Parker and Westerman met representatives of the group to get an understanding of their plans and clear up any misunderstandings.

The meeting outlined the plan to enclose the rear with fence and gates giving full access to the group as and when required. The group plan to excavate the rear of the plot to stop any further ingress of Bamboo plant onto the plot.

Access to the hub would also be available.

The Council are all fully supportive of the group and the great work it is doing around the village.

- 16. To receive an update on any fence costings for added security/access to the rear of the parish offices. To discuss and agree any actions that come out of the discussion pertaining to this matter.**

No quotes received to date. Proposed to defer Councillor O Sullivan and seconded by Councillor Redpath and all in favour.

- 17. To discuss the parish council's management responsibilities for the allotments and resolve and agree any actions that come out of the discussion pertaining to this matter.**

It was agreed to manage the allotments and conduct periodic checks and establish the current users. Proposed by Councillor Pembery, seconded by Councillor Grummitt and all in favour.

- 18. To resolve to accept the amended Memorandum of Understanding between the parish and Metherringham Swimming pool.**

Councillor Nelson proposed to defer until more information on the finances is forthcoming. Seconded by Councillor Pembery and all in favour.

- 19. To discuss and resolve the type of literature that can be displayed inside parish council noticeboards.**

The clerk is responsible for the material displayed.

Councillor Simpson proposed that no private enterprises to be allowed to advertise in the noticeboards, just council business and village organisations. Seconded by Councillor Westerman and all in favour.

- 20. To discuss and resolve whether to purchase a medal for children of Metherringham primary school and their sports day participation at the end of term to a value of £270.**

Councillor O Sullivan proposed it as a one off and further applications to be made through the usual grant application process. Seconded by Councillor Pembery.

4 were against and 8 for, so carried.

21. To consider and resolve to accept the parish council meeting dates for 2024/25 at 630pm, location the Parish Offices, High Street, Metheringham, to take place on;

26 th June 2024	31 st July 2024	28 th August 2024	25 th September 2024
30 th October 2024	27 th November 2024	8 th January 2025	29 th January 2025
26 th February 2025	26 th March 2025	30 th April 2025	28 th May 2025

Proposed by Councillor Simpson, seconded by Councillor Pembery and all in favour.

22. Consider, discuss and resolve the purchase of new benches to be sited within the parish and agree their location if resolved to agree to purchase.

Councillor Simpson asked about the land in front of the pharmacy and Councillor Redpath confirmed this had been investigated before and the Coop own the land and do not wish for bench to be sited there.

The Dunston Road/Kings Road area is awaiting confirmation from NKDC/LCC for approval. Councillor O Sullivan proposed Councillor Simpson to investigate sitings and report back to council. Seconded by Councillor Castle and all in favour.

At 2012hrs Councillor Redpath left the meeting.

23. Finance

a. To retrospectively approve and resolve the purchase of a lock and handle to the value of £20.98 for the storage area located at the village hall.

Proposed by Councillor Westerman and seconded by Councillor Pembery and all in favour.

b. To receive an update on the internal audit for the financial year 2023/24.

Councillor Westerman said he was informed that all documents were ready but without the clerk resent this could not be confirmed.

Councillor Nelson asked for the whole council to be able to view the documents.

Councillor Parker proposed to defer item, seconded by Councillor O Sullivan and all in favour.

c. Resolve to accept payment of accounts.

Councillor Worthington queried the amounts from Total energies, Npower and Wave.

Councillor Parker proposed to accept except for the above payments, seconded by Councillor Westerman and all in favour.

d. Resolve to accept payments made during the financial period April 2023 to March 2024.

Need to be checked against invoices. Proposed to defer item by Councillor Worthington, seconded by Councillor Grummitt and all in favour.

e. Resolve to accept bank reconciliation for the period November 2023 to March 2024.

Deferred due to insufficient information available. Councillor Nelson proposed, seconded by Councillor castle and all in favour.

At 2028hrs Councillor Parker proposed to extend the meeting, seconded by Councillor Peek and all in favour.

f. To consider and approve the insurance renewal premium due on 1st June 2024 at a cost of £2616.33 (an increase of £70.45 from the previous year).

Proposed by Councillor Westerman, seconded by Councillor O Sullivan and all in favour.

g. To consider and approve the insurance renewal premium due on 1st June 2024 for Metherringham Village Hall at a cost of £608.44 (an increase of £49.91 from the previous year).

Councillor Pembery proposed, seconded by Councillor O Sullivan and all in favour.

h. To consider and approve the engineering and inspection insurance for Metherringham swimming pool and Metherringham Village hall at a cost of £535.20 (an increase of £34.38 from previous year).

Proposed by Councillor Worthington, seconded by Councillor Simpson and all in favour.

24. To consider and resolve the submission of any comments to NKDC for planning and tree applications received since the last meeting of the council and any new applications received after the publication of the agenda.

a. REF 24/0427/HOUS – proposal: Demolish existing conservatory to front elevation and replace with sunroom. Location: 13 Newton Close, Metherringham LN4 3EQ

Proposed Councillor Grummitt, seconded by Councillor Simpson; all in favour.

b. REF 24/0121/FUL – Proposal: Erection of a dwelling and integral garage (resubmission of 23/0572/FUL). Location: Land to the rear of 16 Lincoln Road, Metherringham.

Proposed Councillor O Sullivan, seconded by Councillor castle and all in favour.

c. REF 24/0544/TPO Description of works: T17 (709) reduce back to main crown junctions and retain. T19 (710) Look at re-pollarding at 13metres (current height 25m). Location: Open land on Drury Street, Metherringham, LN4 3HB.

Proposed Councillor Simpson, seconded by Councillor Worthington and all in favour.

d. REF 24/0596/HOUS Proposal: Demolition of existing conservatory and erection of single storey rear extension. Location: 1 Pullman Close, Metherringham, LN4 3JH

proposed by Councillor O Sullivan, seconded by Councillor Grummitt and all in favour.

25. To note planning and tree decisions received from NKDC since the last meeting of the council. None received.

26. Next meeting to be held on Wednesday 26th June 2024 at 1830hrs.

Meeting closed 2039hrs.