

METHERINGHAM PARISH COUNCIL

High Street, Metherringham, LINCOLN, LN4 3DZ

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



Minutes of meeting held on Wednesday 28 August 2024 at the Parish Council Offices, High Street, Metherringham LN4 3DZ at 6:30. A public session lasting no more than 15 minutes, commenced at 6:15pm.

Present:

K Parker (Chair)

Catherine Redpath (CR)

S Peek (SP)

Mark Worthington (MWO)

J Simpson (JS)

D Parry (DP)

R Grummitt (RG)

R Castle (RC)

M Wallace (MWA)

Agenda Item 1 Chair's opening comments

The chair opened the meeting with the general housekeeping, evacuation routes and a welcome to those present.

Public Forum

The following representations were received:

Patricia Darling, safety concerns relating to the relocation of the lower High Street bus stop back to the previous Newsagents position which she regarded as a retrograde step to a less safe position. The Chair advised her to contact the Highways Department via email as they held authority over the matter.

June Gwylam, gave an update on Policing matters from the IAG; their meetings were to revert to in person gatherings rather than online as it was felt to be detrimental to those lacking appropriate technology.

The Knife Amnesty and compensation scheme was to be rolled out across the main police stations in the county.

A plea for new members to join the IAG, which currently only has some 7 participants.

The Public Forum closed at 6:30pm

Agenda Item 2 To resolve to accept apologies for absence and reasons given in accordance with the Local Government Act 1972 S85(1)

Apologies received; M Westerman, due to health issues, F Pembroly due to family health commitments

Proposed CR Accepted JS and agreed.

Agenda Item 3 Agenda Item 3 Members declaration of interests

No declarations made.

Agenda Item 4 To approve the notes of the Parish Council meeting held on Wednesday 31 July 2024 as a true and accurate record

Aspects relating to asbestos, Swimming Pool MOU, had not been included in the minutes the Chair agreed to revise the minutes. Discussions took place on the timely release of minutes and it was considered 7 days to be a good target.

Proposed MWO Accepted RG and agreed.

Agenda Item 5 Report from representatives on outside bodies

County Councillor, none received.

District Councillor, sent but not received due to IT problems in the Parish Council Office.

Agenda Item 6 To receive reports from representatives to other village organisations and committees

Village Hall Management Committee, not represented.

Swimming Pool, advised the should be no insurance issues related to the heating system upgrades, land ownership issues are being resolves via the chair and LCC who just needs to validate the plan through a site visit and subsequent approval of the MOU. It was determined agreement of the MOU would be added to the agenda of the next council meeting

Bowls Club, season just finished, with some ongoing social events planned.

Community Hub, not represented.

Football Club, not represented.

Gardening Club, they are dismayed at the lack of progress in supporting the community area to the rear of the council offices and are stepping back. The chair is still in discussion with “Virgin Media” in their support for work in the area.

Agenda Item 7 To discuss to resolve TOR for the Finance, Staffing and Communications Committee

Finance, List of members to be displayed via website, the number of committee members to be reduced as currently they equate to 50% of the council, to be reduced from 6 to 5 preferably voluntarily via their committee. Request for specialist advice in excess of £1000 to go to full council, the risk register believed last updated 2006 to be checked by the chair and referenced in the TOR.

Staffing, Discipline matters to be in accordance with parish policy rather than repeated in the TOR to ensure investigation, hearing and appeal sequence is not frustrated. Reviews of contracts to be done in full council, the need for 6 month staff reviews to be added, The training budget to be ratified in full council,

Communications, Clerk delegated powers to be deleted.

A marked up copy of all changes made was produced by the chair who will incorporate the changes for the next meeting.

Proposed RG Accepted and MWO and agreed.

Agenda Item 8 To discuss and resolve the Clerk's Vacancy

Temporary clerk still being sourced by chair.

Advert, with changes from essential to desirable throughout to improve uptake. Chair to incorporate changes and publish with a 2 week deadline for applicants.

Proposed, CR Accepted JS and agreed.

Job Description, desirable from essential changes to be made by the Chair.

Proposed CR Accepted RG and agreed.

Agenda Item 9 To discuss and resolve staffing committees' recommendation to allow Vice Chair RG to hold access to council emails and files

Grant access.

Proposed JS Accepted MWO and agreed.

Agenda Item 10 To discuss and resolve staffing committees' recommendation to allow CR to hold access to council emails and files

Grant access.

Proposed RG Accepted MWO and agreed.

Agenda Item 11 To discuss and resolve fitting a Bird deterrent net over the Beacon

Agreed

Proposed SP Accepted JS and agreed.

Agenda Item 12 to discuss and resolve to purchase new regulator and Gas cylinder for use on the Beacon

Agreed, MWO to find old items and identify replacements.

Proposed CR Accepted RG and agreed.

Agenda Item 13 To discuss and resolve a request from Metheringham Army Cadets to use the Football field as an Air Rifle Shooting Range

Agreed to reject due to safety considerations and others may consider it a free for all.

Proposed DP Accepted RG and agreed.

Agenda Item 14 To discuss and resolve to continue the services of NKDC tree inspection which is due September 2024

Agreed as only costing £90, the Chair to progress.

Proposed DP Accepted MWO and agreed.

Agenda Item 15 to discuss and resolve a residents request for advertising in Parish Notice Boards

Agreed for non profit organisations on a 3 month trial basis.
Proposed RG Accepted JS and agreed with 2 abstentions CR and MWa.

Agenda Item 16 To discuss and resolve to unlock Prince's Street Barriers to allow access for emergency vehicles for the Beerfest

Agreed to open
Proposed JS Accepted CR and agreed.

Agenda Item 17 To discuss and resolve to issue Prince's Street Barrier padlock code to NKDC for access to empty rubbish bins

Agreed to give Access, Chair to issue code.
Proposed RG Accepted SP and agreed.

Agenda Item 18 To review request from Yellow Brick Road regarding age limits on equipment in playpark and agree a response

Determined it is their role to examine equipment to meet their needs not the council, Chair to reply.
Proposed CR Accepted SP and agreed

Agenda Item 19 To discuss to resolve to issue a visitor's signing in book to the Office

Agreed and to include a means of recording Fire Alarm Checks.
Proposed CR Accepted SP and agreed.

Agenda Item 20 To discuss to resolve to employ a second handy person / Litter picker

Hours offered 10 hours
Job description as per current role for other handy person
Proposed RG Accepted SP and agreed.

Agenda Item 21 To receive an update on Public toilet door opening/closing method and integral locks

A number of electrical power logic issues require overcoming to keep the doors locked after the timeswitch released the doors in the evening. Expected overall cost estimated at £3500.MWo will continue to investigate.

Agenda Item 22 to receive an update from RC on the subject of an Emergency Plan

Ongoing, with CR to provide information to support development of a plan.

Agenda Item 23 To consider and approve the bank reconciliation for end of August 2024

Approved, with staff payslips to be progressed.

Proposed CR Accepted MWO and agreed

Agenda Item 24 to move to a closed session due to confidential issues being discussed.

Agreed

Proposed MWO Accepted RG and agreed

Agenda Item 25 to receive and update on staffing issues

The chair stated the matter relating to the ex clerk had now been handed over to the insurers and the would be dealing with all matters from now on.

Agenda Item 26 Date of Next Meeting 25 September 2024

Meeting closed 9:05pm

Secretary for the meeting Malcolm Wallace