

Crowland Parish Council

Minutes of Annual Full Parish Council Meeting

Monday 13 May at 7pm in Crowland Community Hub, Hall Street, Crowland

Present: Cllrs., David Kempton, Bryan Alcock, Cathi Elphee, Rodney Sadd, Reg Boot, Katie Pepper, Jon Boor, Jay Levesley & Annette Williams.

Also in attendance: T Croxford – Clerk (minute taker).

Absent: Cllrs. Graham Searle, Peter Davis, Michael Atkinson Darren Warner & David Ringham

Clerk Tina Croxford opened the meeting, thanked everyone for attending and passed over to David Kempton (Vice Chair). Who read a letter/statement from Cllr. G Searle with his apologies and due to personal circumstances, he has requested to take a leave of absence. Cllr. G Searle will continue to help and support with current activities and help with the transition but will not be taking on new tasks. This will continue until Friday 28th June.

The position of Chairman was discussed and all agreed that no one could dedicate the time that Graham had previously and that committees would have to pick up more of the workload.

1) Election of Chairman - interest declared Bryan Alcock Prop JB Seconded KP All agreed.

BA took the chair and thanked everyone for the confidence that had been shown by appointing him to his new position, thanks were given to GS as an extraordinary chairman for the time devoted and outstanding hard work, in the past year, as chairman. Everyone agreed.

2) Election of Vice-Chairman - interest declared David Kempton Prop CE Seconded AW all agreed.

3) Apologies for Absence - Cllrs. Graham Searle, Peter Davis, Michael Atkinson & Darren Warner.

A letter was read out from Cllr. David Ringham – after very careful consideration David wishes to step down and resign as a member of the Parish Council, it is for private health factors and feels that he may be standing in the way of future new members. David has enjoyed 27 years plus serving the Council.

It was discussed and noted the council's gratitude to both Graham and David for their contribution.

4) Declaration of Interests - Cllr. Jon Boor – Land and Cllr. Cathi Elphee – Youth Building

5) Election of Committees - (interest declared by members)

Planning Committee

Cathi Elphee, Annette Williams, Peter Davis, David Kempton, Jon Boor, Darren Warner, Katie Pepper & Bryan Alcock.

Amenities Committee

Annette Williams, Rodney Sadd, Reg Boot, Peter Davis, David Kempton, Darren Warner & Bryan Alcock.

Farms & Gardens Committee

Michael Atkinson, Reg Boot, Peter Davis, Cathi Elphee, Jon Boor, Darren Warner, Jay Levesley & Bryan Alcock

Safety & Security Committee

Peter Davis, Jay Levesley, Rodney Sadd, Darren Warner, Katie Pepper & Bryan Alcock.

Finance Committee

all chairs of committees and Bryan Alcock, Peter Davis, David Kempton, Jon Boor & Michael Atkinson.

Human Resources

The Clerk, The Chairman, The Vice Chairman and the Chairmen of all the above committees.

6) Election of Chairman of Committees

Amenities Chairman – interest declared David Kempton Prop Jon Boor Seconded Annette Williams

Any other interests - none

Farms & Gardens Chairman – interest declared Jon Boor Prop Reg Boot Seconded David Kempton

Any other interests - none

Finance Chairman – interest declared Bryan Alcock Prop Jon Boor Seconded Annette Williams

Any other interests - none

Planning & Place Chairman – interest declared Annette Williams Prop David Kempton Seconded

Cathi Elphee - Any other interests - none

Safety & Security Chairman – interest declared Katie Pepper Prop Jay Levesley Seconded Rodney

Sadd -Any other interests – none

All above nominees agreed unanimously.

7) Proposal to confirm the structure and membership of the Assets Working Party

David Kempton, Bryan Alcock, Reg Boot, Peter Davis & Jon Boor – all agreed

8) Election of Churchyard Committee Representatives

Annette Williams, Cathi Elphee, Michael Atkinson & Peter Davis – all agreed

9) Election of Voluntary Car Scheme Representative

Cathi Elphee – all agreed

10) To approve the Minutes of the Previous Meeting – 8 April 2024

Minutes for the 8 April, confirmation is needed that Actions for TK have been actioned – TK

Proposed by Cllr. DK - Seconded by Cllr. CE - all present agreed.

11) Matters Arising from the previous meeting – not included on this Agenda

None

12) To receive the report of the Chairman

Noted

13) To receive the report of the Amenities Committee

Youth Building/Prefab – NHS are chasing the removal date, CPC is chasing a date from the purchaser but has been informed there are restrictions regarding the machinery and weather, the purchaser is still looking at the end of May for completion, a request for an artic lorry to go onto the Snowden for the removal has been requested, this has been agreed subject to the ground.

Water leak on the Snowden - There are a lot of utilities in this area – ongoing and more investigation with firm quotations are needed or the possibility of a new pipe being placed where there are no utilities.

Another proposal was to line the pipe, which would reduce the volume of water and could cause a problem with the showers. – **Action regarding receiving quotations DK/JP/TC**

NHS are to be contacted and a request for a map showing utilities – **Action DK/TC**

The Health Centre are to be informed when the car park will be closed for the repair. – **Action TC**

Funding for the proposed new pavilion, proposal to move forward and source information with drawings or design and estimated costs to be put on the amenities agenda – ongoing – **Action DK**

14) To receive the report of the Finance Committee

Discussed with the accounts for payment

15) To receive the report of the Farms & Gardens Committee

Break-in at the allotments – unfortunately, the CCTV was disconnected at the start of the break-in so there is no footage, for evidence. A proposal for the investigation is to have a backup system put in place.

More investigation is to be looked at regarding CCTV from residents. **Action KP**

The new CCTV proposal for the Implement shed is to go back to F&G agenda to be discussed further as it may not be needed as the alarm system is satisfactory.

A proposal for a higher/taller or more visible yellow bollard notification for the bollard on the gate making it easier to identify, the post keeps getting knocked. **Action JB and to be put on F&G Agenda TC**

A resident has requested a key to the barrier leading to 6 Acre Lane. This was discussed and agreed that 6 Acre Lane is a private Road and a key should not be available for residents on the estate that have a main road from James Road leading to the properties. CPC to contact SHDC “building control” and ask for any recommendation regarding the clarification of the postcode which directs emergency services to the 6 Acre Lane area. **Action BA/TC**

The replacement of the bench that was driven into and demolished beside the Bridge, was discussed and suggested that it might not be best not to replace it in that location. It is to be put on the Planning agenda.

Action TC

Farmland is to be moved into closed session.

16) To receive the minutes of the Planning Committee

The new bus shelter along Postland Road, more information is being collated and to be discussed at the Planning meeting.

D Day proposals for the ringing of the Abbey Bells are still being looked into – **Action GS/AW**

D Day – JM will help and organise singing at the Beacon – **Action AW**

17) To receive the report of the Safety & Security Committee

The report was discussed along with the meeting with the police – more confirmation is needed, as the data does not appear to be correct. **Action RS/KP**

A meeting is to be arranged for S&S, and a proposal for more working party meetings is to be arranged.

Action TC/KP

18) To receive the report of the Assets Working Party

The sale of commercial land adjacent on Thorney Road was discussed and advised that the report with outstanding matters has been resolved and agreed upon by both parties. The details of the costs will not be known until the buildings are up and in use and the signing of the documents should be completed soon.

19) Accounts for Payment- separate sheet

FINANCIAL MATTERS

To note bank balances and investments at 30 April 2024 (latest statements)

Account ending xx338 £529,949.98

Account ending xx461 £11,857.54

Petty Cash £46.76

TO AUTHORISE THE SIGNING OF ORDERS FOR PAYMENT AND TO NOTE INCOME FOR APRIL 2024

It was proposed, seconded and Resolved:

(a) Orders for payment made in the sums of £27,969.79 + £3,248.96 (insurance) in April 2024 be authorised

(b) incomes received in the amounts of £191,089.70 in April 2024 be noted.

Proposed by Cllr. JL - Seconded by Cllr. JB – all others agreed.

The receipt sheet needs correcting as 28 Allotment rent £46 & locker £13 payment should be £59 not £44 to be confirmed. **Action TK**

The payment sheet was discussed and payments of £27,969.79 were authorised, subject to the following updates: **Action TK**

Insurance is to be added £3,248.96

Electricity for the Parish Rooms and Pavilion to be confirmed as very high again. Payments are to be checked – are we paying twice for the same month?

No. 5 should be Staff and not Clerk wages

Farms and Gardens Rents and Allotments invoices need issuing after some are corrected. A sheet is to be produced for actioning when TK is back from holiday for actioning. – **Action TC/TK**

20) Proposal for the siting of a defibrillator

An offer has been put forward by a residence to site a defibrillator in Nene Terrace, and the First Responders Committee has agreed to install one. An element of work is needed to complete this proposal and have requested a contribution from the Parish Council. This proposal was supported and will offer a donation for the works to be completed. **Action TC.**

Proposed by Cllr. BA - Seconded by Cllr. JB – all others agreed.

21) Matters to be considered for inclusion on a future agenda

Community awards/flyer

“Closed Session”

The Public & Press were excluded from the meeting in accordance with the provision of Section 1 (2) of the Public Bodies (Admission to Meetings Act 1960). The items to be discussed being of a confidential nature.

15) To receive the report of the Farms & Gardens Committee

Farmland is to be moved into closed session. **Land** – a tenant has given up a parcel of land – the Land Agent is dealing with this a meeting is to be arranged – **Action TC**

22) To receive a report from the Human Resources Committee

The wage increase for non-office staff was discussed and agreed - no further action is needed – **completed**

23) Request from Bloom for a donation memorial to commemorate D-Day.

This was discussed and agreed - no further action is needed – **completed**

The meeting finished at 10.25pm.