

Crowland Parish Council Minutes of Full Parish Council Meeting

**Monday 5 August 2024 at 7pm in Crowland Community Hub, Hall Street,
Crowland**

Present: Cllrs. Bryan Alcock, David Kempton, Cathi Elphee, Reg Boot, Jon Boor, Peter Davis, Darren Warner, Jay Levesley, Annette Williams, Jack & Jordan

Also in attendance: Tracey Kingston (RFO & minute taker)

Absent: Cllrs. Katie Pepper, & Michael Atkinson

In the Chair: Cllr. Bryan Alcock thanked everyone for attending and welcomed two new Councillors.

70) Apologies for Absence of the meeting was advised and apologies with valid reasons for absence had been received from Cllrs. Katie Pepper & Michael Atkinson. It was proposed, seconded and **Resolved:** those apologies be noted with valid reasons for absence accepted from Cllrs. Katie Pepper & Michael Atkinson

71) Declaration of Interests - as per the LGA 2000, noted as follows
Cllr JB Agenda item 8 & 19. Cllr DW Agenda Item 22.
Non pecuniary interests Cllr JB Agenda item 21, Cllr JL Agenda item 15

72) To approve as a correct record the notes of the meeting of the Council held on 1 July 2024, the notes of the extraordinary meeting on 24 June and to authorise the Chairman to sign both sets of official minutes
It was noted that minute references needed to be updated for the minutes of 1st July following a duplication in the extra-ordinary meeting. Item 57 typo, this resolution was seconded by RB. item 59 should read roller door lock and item 62 should read modified model standing orders and modified model financial regulations.
Proposed by Cllr AW and seconded by Cllr RB All agreed

73) To receive an update on progress & resolutions for the meeting held on 1 July 2024.
It was noted that most actions have been dealt with or are covered by committee reports.

It was agreed that the Clerks report needs to be brought back as this is a good way of knowing that actions are on track but only needs to be a concise one page document each month **(ACTION TC)**

74) Chairman's Report – to consider the chairman's report and any recommendation therein.
A report was distributed prior to the meeting. It was noted that the new hanging baskets were a good investment as the flowers take less watering due to the reservoirs. The council have received a complimentary remark about how good the Snowden is looking.

It was also highlighted that the exhibition in the Abbey showcased the work of some very talented people in the town.

The Clerk was asked to arrange mentoring for the two new Members **(ACTION TC)**

75) Amenities Committee - to consider the chairman's report and any recommendation therein
A report was distributed prior to the meeting

The tree next to the Bowls club has been removed and the company have been asked to quote for the removal of the tree in the compound.

The portable toilets are owned by the Parish Council and have been loaned to the Bowls Club. It was proposed to delegate authority to the Amenities committee to formally make these arrangements to agree that the Parish Council retain ownership, but the bowls club have exclusive use at no cost other than maintenance and repairs as required. RB to return the spare set of keys to the Office.

Proposed by Cllr PD and seconded by Cllr CE All agreed

76) Finance and Admin Committee - to consider the chairman's report and any recommendation therein
A report was distributed prior to the meeting.

A finance meeting has been arranged for 12th September and all members are invited to attend.

A copy of the investment strategy was presented and proposed that it be adopted, subject to an amendment under the risk section. **Proposed by Cllr AW and seconded by Cllr PD All agreed**

A copy of the Finance terms of reference was presented and proposed that it be adopted. It was noted that all other committees should have terms of reference in place. **(ACTION TC)**
Proposed by Cllr JB and seconded by Cllr PD All agreed

77) Accounts for Payment

A report was distributed prior to the meeting.

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

Account ending xx338 £480,120.22
Account ending xx461 £13,056.60
Petty Cash £49.00

To authorise the signing of orders for payment and to note income for July 2024
The RFO requested that four additional invoices totalling £9,363.31 be considered for payment. It was noted that costs for painting the parish room windows and doors was higher than originally agreed. This had been investigated and appeared that Councillors had authorised what they understood to be a quote but that turned out to be an estimate. Additional costs arose due to additional windows being added to the job and additional time needed to repair a rotten window.

It was proposed, seconded and resolved

- (a) Orders for payment made in the sums of £38,276.72 in July 2024 be authorised
- (b) incomes received in the amounts of £8,031.92 in July 2024 be noted.

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

It was noted that payment of the water bill has been made but a claim for a leak allowance has been submitted to Anglian Water. Following a question about rental income the RFO talked through the controls to monitor rentals payments to ensure no rent arrears occur.

78) Farms & Gardens Committee – to consider the minutes of the recent meeting and any recommendations.

A report was distributed prior to the meeting

The Kubota has been out of action after the axel casting snapped and a wheel on the bed subsequently disappeared but since found. In both instances it took some time for the parts to arrive which come from overseas. It was not possible to hire a replacement mower that was street legal. The Parish council need to be mindful of lead times in the event of future breakdowns. Overtime has been agreed to get back on top of the grass cutting. Cllr JB was looking for copies of maps for LCC contracted area **(ACTION TK)**

F&G minutes (section 9)

The clerk was asked to obtain a quote for the back up battery and action this as a priority **(ACTION TC)**

item 1 – committee to obtain an idea of cost and make a recommendation for the mesh **(ACTION TC/JB)**

item 6) should read 'Accompany the Police' **(ACTION TC)**

AW thanked the workmen for filling the holes after the fair.

79) Planning Committee – to consider the minutes of the recent meeting and any recommendations therein

A report was distributed prior to the meeting

The town centre walk about was completed and photographs provided of the findings which will be actioned in the next planning meeting.. Councillors asked if the report could include details of the exact location so the issues are accurately located. **(ACTION TC/AW)**

It was suggested that actioning the findings of the walkaround is beyond the scope of the planning committee and could be things that the workman do in the winter. A schedule of works should be drawn up. **(ACTION AW/JB)**

80) May Day Celebrations

The playgroup is keen to re-establish May Day in the town and have asked the Parish Council if they will support this idea in principle (not financially). It was proposed that councillors support this in principle and felt that it would be nice to see this community event re-established. It was noted that there is a lot still to be considered, Maypole etc and the playgroup are also considering reintroducing floats too if possible.

Proposed by Cllr AW and seconded by Cllr CE. All agreed

It is recognised that in 2025 May Day falls at the same time as the VE Day events so for one year only the May Day celebration could be added into the VE Day events. It was proposed that the council enter into discussions to see if this can be merged.

Proposed by Cllr JB and seconded by Cllr RB All agreed

81) Safety & Security Committee - to consider the minutes of the recent meeting and any recommendations

A report had been distributed prior to the meeting. The number of crimes has been taken from the police website and continue to show worrying figures. Whilst the figures don't correlate with actions/outcomes, it was noted that the police are 2-3 months behind. It was also highlighted that police dealt with a firearms incident at the weekend.

82) Assets Working Party - to consider the chairman's report and any recommendation therein.

A report had been distributed prior to the meeting but things have progressed in recent days, Members of the AWP have received a contract in respect of the industrial land and a deed of release for the attenuation pond to review and sign. It is hoped that the deed of release,

once dealt with, will also release details of the management company so payment of monies for maintenance of this pond can be progressed, Councillors were reminded that the AWP has delegated authority to progress this and a meeting will be arranged to review the contracts **(ACTION TC)**

There is a query over ownership of the path on the far side of the Snowden and this will be checked and confirmed **(ACTION BA)**.

There was a discussion about the Parish Council having a moral obligation to maintain this area and it was proposed that the workmen will continue to cut this area.

Proposed by Cllr PD and seconded by Cllr AW All agreed

83) To report and or decide on matters relating to Meridian proposals.

The councillors are still pursuing Meridien for a meeting date. Meridien feel it is too early in the process but the Parish Council are keen to meet at the earliest opportunity to improve the community benefit if the planning application ultimately goes ahead.

84) SHDC - Emergency Resilience Planning meeting.

A report was distributed prior to the meeting. Historically the Hub, Crowland Cares and the Parish Council were jointly looking to deliver this plan but it appears that they prefer the Parish Council to take the lead. Cllr RB volunteered to look into what is involved.

85) Parking St Guthlacs School, TRO

A report was distributed prior to the meeting. The Parish Council have received a complaint about indiscriminate parking at Southview and the surrounding area, particularly the junction of Church Lane and St Guthlac's, which is causing concern for the safety of children and local residents, and this has been discussed in the planning meeting. Residents are also being subjected to verbal abuse and it was felt that the school and the LCC should be asked to assist by taking more responsibility to overcome this situation. As there are no double yellow lines on that junction enforcement of parking restrictions and obstruction at or near a junction should be enforced by the police. Prior to any further consideration of a parking regulation it was agreed that the parish council will formally write to the school requesting their cooperation in avoiding the danger created by indiscriminate parking by parents as well as the inconvenience to householders. It was also agreed to write to the police to request they monitor parking at or around that particular junction as well as others similarly affected, particularly at school times and to take necessary action to overcome the situation.

(ACTION TC)

86) Location of the Full Council Meetings – Hub Bookings

A discussion took place about the location for future Full Council Meetings. It had been suggested that the Parish rooms could be used but the use of the Hub is more spacious if members of the public are in attendance and there is better ventilation. It was agreed that arrangements will continue as at present but Parish room improvements will be investigated including relocation of the TV screen. **(ACTION TC)**

Proposed by Cllr JB and seconded by Cllr AW All agreed

87) Parking issues – Snowden.

A report was distributed prior to the meeting

Following a complaint about parking around the junction of Six Acre Lane and Thorney Road Councillors were asked to consider applying for a traffic regulation order for double yellow lines. As Six Acre Lane is not a public highway it was felt that such a request would not be successful. Councillors have personally checked the situation and agree there is a concern to be able to see and pull out safely, particularly when there are events on the field. It was noted that although the complainant's vehicular access to their property is via Old Abbey Farm Road, off James Road, there is an issue and the council will monitor the situation prior to further consideration of a traffic regulation. The issue will be included in the Parish

Council's letter, referred to in minute 85, about enforcing parking regulations, to the police and highlight it in their report in the Crowland Magazine. **(ACTION TC / BA)**

88) Matters to be considered for inclusion on a future Council Agenda.

Terms of Reference for all committees

“Closed Session”

To resolve to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed in relation to the following: -

89) Land and Land Agent.

Following two plots of land becoming available there was a discussion about next steps in the process to re-let these plots.

90) Works to be carried out regarding S&S fire exit door, painting etc.

Review of quotes for work to improve security doors at the allotments, automatic closures for the Parish rooms and the replacement of an emergency exit door. It was proposed to proceed with the works

Proposed by Cllr AW and seconded by Cllr PD All agreed

91) Nene Terrace Defibrillator.

The Parish Council has been asked about making a donation towards cost of installing a defibrillator. Further information is required before a decision can be taken.

92) Report relating to AWP.

An update was provided to Councillors about the legal work for the commercial property to date.

93) Report relating to HR meeting.

Councillors discussed current staffing resource and were updated on the current vacancy

Meeting closed 21:45