

Crowland Parish Council

Minutes of Full Parish Council Meeting

Monday 2 September 2024 at 7pm in Crowland Community Hub, Hall Street, Crowland

Present: Cllrs. Bryan Alcock, David Kempton, Cathi Elphee, Reg Boot, Jon Boor, Peter Davis, Michael Atkinson, Jack Turner, Jordon Bloom, Darren Warner, Jay Levesley, Katie Pepper & Annette Williams.

Also in attendance: G Hawkes Clerk (minute taker) & T Croxford – Deputy Clerk.

Absent: None.

In the Chair: Cllr. Bryan Alcock thanked everyone for attending and introduced the new Clerk, Granville Hawkes.

94) Apologies for Absence none received from Councillors but one received from District Councillor J Astill.

95) Declaration of Interests – DK, Payment sheet.

96) To approve the Minutes of the Previous Meeting – 5 August 2024

Agreed subject to corrections:- the numbering on the closed session, minute ref 82 ownership of the footpath is not the parish council but this has now been cleared. Minute ref 90 should read installation not replacement of an emergency exit door.

Proposed by Cllr Davis - Seconded by Cllr Boor - all present agreed.

		Action
97)	To receive an update on progress & resolutions for the meeting held on 5 August 2024.	
	<p>Full Council minutes – Celebration evening for GS & RS to be organised by Cllr Williams & Cllr. Elphee. A letter needs to be sent to the school regarding the parking issues faced by local residents. Parking at the junction of Six Acre and Thorney Road – the issue is for Crowland Town FC to ensure the agreed protocols are followed by the nominated person. Door closure at the office, AJ to visit the office re the automatic closure of the Crowland Cares door. F & G committee - Allotment Shed battery backup, quote currently with F&G committee, the Clerk will chase. Mesh quotation for tennis courts, members agree to defer for now. Security post replacement – a price of £150 has been agreed. Proposed by Cllr PD - Seconded by Cllr JB - all present agreed.</p>	<p>AW/CE GJH</p> <p>GJH TC</p> <p>TC</p> <p>JB/TC</p>
98)	Chairman's Report.	
	<p>To consider the Chairmans report and any recommendations therein. The report as circulated to members prior to the meeting. The hanging baskets still look wonderful and we are getting on top of the grass cutting now growth has slowed. He also advised that we had taken on a part time street cleaner to improve the town and free up staff time for other essential tasks. He also encouraged members to seek potential residents to fill our existing vacancies withing the Parish Council. The senior clerk has been appointed on a 6 months contract, letters are to be sent to other applicants, thanking them and asking them if we can keep the information on file. The Chairman has visited the Abbey to see the replica of the Turin Shroud. Finally, it was good to see the breach in the Welland Bank has been reinforced and repaired. other issues remain for the EA to deal with.</p>	<p>GJH</p>
99)	Amenities Committee.	
	<p>To consider the Chairmans report and any recommendations therein. A report was distributed to members prior to the meeting.</p> <p>NHS Health Centre are agreeable to the resurface of the car park and will budget to pay 50% of the cost – updated quotes will be needed for Spring 2025. We have cleared the area for the Clinical unit but budget has yet to be allocated by the NHS to progress.</p>	

	Consideration for return of the monthly meeting from the Hub to the office will be required the installation of a virus filter for which further investigation is needed. The Clerk will also seek input from other Councils.	GJH
100) Finance and Admin Committee		
	To consider the Chairmans report and any recommendations therein. A report was distributed prior to the meeting. The next Finance meeting will now take place on the 19 September 2024	
101) Accounts for Payment.		
	<p>A report was distributed prior to the meeting.</p> <p>To note bank balances and investments at 31st August 2024, Account ending 338 £ 465,668.70 Account ending 461 £ 12,889.58 Petty cash £ 20.40</p> <p>To authorise the signing of orders for payment and to note income for August 2024. It was noted that payment reference 240 vehicle insurance £1,323.63 may be lower depending on outstanding quotations.</p> <p>It was proposed, seconded and resolved, (a) Orders for payment made in the sums of £23,046.60 in August 2024 be authorised. (b) Incomes received in the amounts of £9,937.08 in August 2024 be noted. Proposed by Cllr. RB – Seconded by Cllr. PD and all agreed.</p>	
102) Farms & Gardens Committee		
	<p>To consider the Chairmans report and any recommendations therein. A report was distributed prior to the meeting.</p> <p>The Corvus fan belt has been repaired but an oil leak was discovered a new seal will be fitted under warranty, the vehicle will be out of action for a short time.</p> <p>A letter needs to be sent to the resident in Ambury Gardens who complained about the tree adjacent to her property. A qualified tree surgeon has visited and reported there is no problem.</p> <p>The issue of the hedge in Reform Street where ownership and responsibility is in dispute remains outstanding. The Clerk will again contact the developer so that if they cut it back will parish council will maintain it.</p> <p>Cllrs JB & MA have done a land review and noted trees encroaching on the roadway adjacent to the Wayside caravan park, we will need to request the land agent to contact the land owner to cut them back.</p>	<p>TC</p> <p>TC</p> <p>TC</p>
103) Planning Committee		
	<p>To consider the minutes of the recent meeting and any recommendations therein. A report was distributed prior to the meeting.</p> <p>West St bus stop – the proposal for relocation needs further investigation and discussion on the next planning meeting agenda.</p> <p>May Day/VE Day 2025 – have met the Playgroup who are happy to join the two events and a further meeting will be arranged for all interested groups so that a working party can be established.</p>	<p>TC</p> <p>AW</p>
104) Safety & Security Committee		
	To consider the Chairmans report and any recommendations therein. A report was distributed prior to the meeting. The number of recorded police crimes continues to show a worrying upward trend although the figures are only up to June.	TC

	We are still waiting for confirmation of the arrangements for the firework display and no booking of Snowdon will be made until full details have been made available.	
105)	Assets Working Party.	
	<p>To consider the Chairmans report and any recommendations therein. A report was distributed prior to the meeting.</p> <p>The Thorney Road site has been completed. A planning application now needs to be submitted and determined within twelve months.</p> <p>The cemetery planning application is still awaited.</p> <p>A further deed is now required relating to the attenuation pond and needs to be signed off before funds for maintenance can be released, we are now two years behind with payments. The council has been requested to agree to the signing off of the document. Members were unsure how our legal advisers have allowed this to happen and we need to seek an explanation as to why payments are in arrears, and details of the management company before signing the agreement. This was agreed by all members.</p>	GJH
106)	Overgrown dyke James Road – Email received – regarding the ownership.	
	An owner of a property backing onto James Road has emailed advising that the overgrown dyke to the rear of her property has damaged her fence and that LCC Highways have told her that the parish council is responsible which we dispute. Cllrs will seek to establish where the boundary is set and the Clerk will revert back to LCC to see what information they have available.	GJH
107)	Terms of Reference for all committees	
	To be reviewed at a later date once committee members have had a chance to review them.	
108)	Matters to be considered for inclusion on a future Council Agenda.	
	There were no matters to be included.	

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CONFIDENTIAL

“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.

No.		Action
109)	Report relating to HR meeting	
	<p>To consider the minutes of the recent meeting and any recommendations therein. A report was distributed prior to the meeting.</p> <p>The Chairman confirmed that three candidates had been interviewed for the Parish Clerk position and Granville Hawkes had been offered, and accepted, an initial six month fixed term contract.</p> <p>As mentioned elsewhere a part time worker had also been recruited for 1.5 hours per day to undertake street cleaning duties.</p>	
110)	Tree removal in the compound – for the storage of goalposts	
	<p>Cllr JB reported that he had received quotes for £1,000 plus VAT and £1,350 plus VAT to remove the tree. After discussion it was agreed that the cost be divided equally between the parish council, and the two football clubs, accepting the lower quote. Proposed by Cllr. JB - Seconded by Cllr. MA, – all others agreed with BA abstaining.</p>	
111)	Playground Quote	
	<p>Following the annual playground inspection, there are several minor maintenance issues that can be done in house. Half of the soft play area under the roundabout needs replacing for which quotes will be obtained. The zip wire mechanism needs servicing which may include the cables being replaced and a quote of £1,700 has been received. Proposed by Cllr PD, seconded by Cllr JL. Agreed by all.</p>	

The meeting finished at 8.59pm.