

# Crowland Parish Council

## Minutes of Full Parish Council Meeting

**Monday 4<sup>th</sup> September 2023 at 7pm in Crowland Community Hub, Hall Street, Crowland**

**Present:** Cllr. Graham Searle (in the Chair)  
Cllrs. Philip Green, David Kempton, Peter Davis, Bryan Alcock, Rodney Sadd, Reg Boot, Katie Pepper, Michael Atkinson, Jon Boor & Annette Williams.

**In attendance:** T Croxford – Parish Clerk

**Absent:** Cllrs. Cathi Elphee, Darren Warner, Jay Levesley & David Ringham

**In the Chair:** Cllr. Graham Searle thanked everyone for attending.

### 76) Apologies for Absence

The meeting was advised and apologies with valid reasons for absence had been received from Cllrs. Cathi Elphee, Darren Warner, Jay Levesley, David Ringham & District Cllrs. Jim Astill & Angela Harrison. It was proposed, seconded and Resolved: Those apologies be noted with valid reasons for absence accepted from Cllrs. Cathi Elphee, Darren Warner, Jay Levesley, David Ringham & District Cllrs. Jim Astill & Angela Harrison.

### 77) Declaration of Interests

Cllrs J Boor & B Alcock – wished to declare a pecuniary interest regarding agenda item 93 and advised they would leave the room and take no part in the debate or vote when that item would be discussed. Cllr. D Kempton – also wished to declare a pecuniary interest in respect of agenda item 87. Cllr Kempton advised he would take no part in the debate or vote.

No.		Action
<b>78)</b>	<b>To Agree as a Correct Record the Minutes of the Previous Meeting</b>	
	It was proposed, seconded and Resolved: That the Chairman sign the official minutes of the Full Council Committee meeting held on 7 <sup>th</sup> August 2023. <b>Proposed by Cllr. JB - Seconded by Cllr. AW – all present agreed.</b>	
<b>79)</b>	<b>To receive an update on the progress and resolutions of the previous meeting</b>	
	63) ongoing – another quotation/pricing guide is being looked into. 61) BA confirmed CPC are paying the correct amount for the Gator replacement, with the correct documents. 67) The proposal of a one-way system for North Street is becoming urgent – emergency services could not access a property last week. Update to be sent to NP 66) Letter of thanks to HK – still to be actioned A suggestion was made that most of the actions are within a committee so that the Chairman of each committee adds an update to his report. This could also introduce the Clerks report for outstanding items.	DK  PG GS/TC
<b>80)</b>	<b>Chairman's Report</b>	
	A report had been circulated before this meeting for review. Reports of badly driven and speeding vehicles are frequently being reported to CPC whilst there is very little CPC can do other than report and encourage others to report these incidents to LCC highways road safety partnership and the police. CPC has two interactive speed-displaying devices in Crowland, both need maintenance however One has been damaged. The possibility of more modern devices is being investigated. CPC would support a speed watch group but does not have the resources to manage or operate the group. Request for volunteers to be put in the Parish Mag. Request for all councillors to read the LALC correspondence as some very interesting information. Thanks were given to all chairmen of committees as another very busy month.	JB GS/PD
<b>81)</b>	<b>Amenities Committee</b>	
	A report been circulated prior to this meeting for review. There have been reports that teenagers and adults are using the junior play area. Broken bridge an investigation is being actioned to make the bridge a more solid item. The supplier is being chased as still under warranty, Possible design fault.	DK

	<p>Regarding the proposed new pavilion, a meeting with the football teams was arranged but CTFC did not attend. Another meeting is to be arranged. CJFC were very informative and supportive of the proposal.</p> <p>Muga is ongoing and with more investigation. CPC need to know if CTFC and other adult teams would use it.</p> <p>The correct surface needed is to be identified along with maintenance costs – to make it worthwhile. An additional local company are attending the site to give advice, and a meeting is being arranged. It was agreed that the tennis courts are not looking very attractive A new net is to be purchased – the correct size is needed including the width of the posts then one could be ordered.</p> <p>CTFC gates are still in storage at the compound, CPC are very disappointed as they were informed that the storage and gates were a very urgent matter and all helped even suffering with other duties and nothing has happened yet. The donation will be given when CPC are happy with the gates and installation.</p> <p>Youth building – still ongoing, still awaiting a reply. - holidays.</p>	<p>PG</p> <p>DK/JB</p>
<p><b>82)</b></p>	<p><b>Finance and Admin Committee</b></p>	
	<p>A report had been circulated prior to this meeting for review.</p> <p>The report was read before the meeting, positive comments were made regarding the new RFO. The external audit has been completed and confirmation has been received with an invoice has been received.</p> <p>AGAR Notice is to be displayed advertising the documents are available for viewing in the office for 14 days (date and time to be booked through the office) hard copies are available from the office £10 each.</p> <p>A meeting is to be arranged with the HR committee next week and the first item is to appoint a chairman. Then to review the contract, including engagement and remuneration for the RFO, it was proposed and agreed that the outcome of the new contract if agreed upon, be accepted at the meeting. Councillors were asked and JB stated it was a good idea and would enable the council to act in a timely manner.</p> <p><b>Proposed by Cllr. DK - Seconded by Cllr. JB – all others agreed.</b></p>	
<p><b>83)</b></p>	<p><b>Farms &amp; Gardens Committee</b></p>	
	<p>A copy of the minutes had been circulated prior to this meeting for review.</p> <p>Trees along the North side of the Rig Bit need cutting back. The Drainage Board is to be contacted and request the cutting back as the owners of the land.</p> <p>A proposal that the allotment agreement is reviewed with the possibility of being amended to also include the Allotment Building. More cages are to be looked into.</p> <p>NFU, Data tagging was investigated and it makes little positive difference to the insurance cost, it was proposed and agreed to not take any further.</p> <p><b>Proposed by Cllr. PG - Seconded by Cllr. JB – one abstained – all others agreed.</b></p> <p>Stopping off at the other end of the chase – ongoing – letters are to be sent to the office confirming the need for this to be actioned meeting with the office and JB to be arranged.</p> <p>Prices have been looked into for an extra/new machine, This was discussed and agreed that with the correct care and maintenance, the old machine should be adequate to last for another few years.</p> <p>The training on the Bomford machine has been completed by both workers.</p> <p>A meeting is to be arranged with DW, JB, PD and workers to go through the new Pond maintenance documentation. AWP have all the documentation for review and a maintenance plan with dates is being produced.</p> <p>The roadway for the cemetery is still being looked into and the sq meter is needed for an estimate /quotation.</p>	<p>JB</p> <p>JB/TC</p> <p>JB</p>
<p><b>84)</b></p>	<p><b>Planning Committee</b></p>	
	<p>A copy of the minutes had been circulated prior to this meeting for review.</p> <p>Overgrown trees along Kemp Street are in hand.</p> <p>The new bench ends for the benches have been moved into committee.</p>	
<p><b>85)</b></p>	<p><b>Safety &amp; Security Committee</b></p>	
	<p>A report had been circulated before this meeting for review.</p> <p>It was reported that no issues have been reported in August.</p> <p>Fly tipping is ongoing.</p> <p>It has been reported that the barriers to the Snowden are being left open and unlocked after the hirers have left. T&amp;C are to be resent along with a note reminding hirers of their responsibility.</p>	<p>TC</p>

<b>86)</b>	<b>Assets Working Party</b>	
	A report had been circulated before this meeting for review. The old allotment site development is close to completion, thanks were given to all that helped with this lengthy project. Thanks were given for the lengthy and comprehensive report.	
<b>87)</b>	<b>Accounts for Payment</b>	
	The sheet was amended and hard copies were issued on 4.09.23. Approval was discussed and requested that invoices be sent and approved by the chairman of the committee before being added to the payment sheet.  The payment sheet was discussed and payments of £16,189.19 were authorised. <b>Proposed by Cllr. PG - Seconded by Cllr. MA – Two abstained – all others agreed.</b>	
<b>88)</b>	<b>Community Awards</b>	
	CE and RS are actioning the awards but as CE was unavailable RS gave a brief outline of the proposal/forms etc and that public participation is needed. A meeting with RS & CE to be arranged. PG to advise on trophies	
<b>89)</b>	<b>Remembrance Day – CE is leading this and is progressing with the actions.</b>	
	Discussion regarding information from CE as to what is happening and if help is needed. As Cllr. CE, was not present it was agreed to move it to the next meeting.	
<b>90)</b>	<b>80<sup>th</sup> anniversary of D-Day June 2024.</b>	
	To be added to the next agenda.	
<b>91)</b>	<b>Prioritisation of discretionary expenditure</b>	
	This was discussed and agreed that this be taken off future agendas.  <b>Proposed by Cllr. PG - Seconded by Cllr. JB – all others agreed.</b>	
<b>92)</b>	<b>Matters to be considered for inclusion on future Council Agenda</b>	
	Speeding around town Road naming Town map Donation to the flower festival 80 <sup>th</sup> Anniversary of D-Day – June 2024	

**“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.*

<b>93)</b>	<b>Land and Allotment review</b>	
	Documents and discussions were reviewed and referred back to the committee for justification. No further action is needed – <b>Resolved</b>	
<b>94)</b>	<b>HR Issues</b>	
	The RFO position was discussed and agreed. No further action is needed – <b>Resolved</b>	
<b>95)</b>	<b>Amenities maintenance costs</b>	
	The maintenance costs were discussed and agreed No further action is needed – <b>Resolved</b>	