

Timberland and Thorpe Tilney Parish Council Meeting Minutes

Date & time	Monday, 23 rd January 2023 @ 0700PM
Meeting Location	Timberland Village Hall
Attendees:	Councillors Lenton (Chair), Kornat, Audis, Slater, Sharplin Parish Clerk Cheryl Burbidge, Parish Clerk Kay Harvey County Councillor Kendrick
Apologies for Absence:	Councillor Ogden

DEDICATION TO FORMER COUNCILLOR CHRIS NEALE WHO DIED ON THE 18th JANUARY, 2023

READ AT THE PARISH COUNCIL MEETING ON 23rd JANUARY 2023

The parish council wishes to express its deepest sympathy at the recent passing of former councillor Chris Neale. Those of us who knew Chris and had the pleasure of working alongside him as parish councillors will remember him as a good friend and a respected colleague who made an outstanding contribution to the life of the parish.

Chris moved to Timberland in 1992 and lived here for the remainder of his life, passing away at the good age of 77. He rapidly put down roots and became a popular figure. He could often be seen strolling around the village with his dog Sapper and was always happy to stop for a natter when the opportunity arose. His approachability and friendly demeanour ensured he was a very popular gentleman, and he rapidly made many friends who will greatly mourn his passing.

As parish councillor Chris' achievements are impressive. It is largely down to his efforts that the parish has the popular village green for recreational purposes. Around 2012, together with the chair, Chris engaged with Lincolnshire County Council to negotiate the lease of the village green following which he worked hard to ensure that fencing and hedges were laid to make it the recreation area we now enjoy. Using his links to Sleaford Town football club he acquired a set of goal posts which, together with Terry, were erected for use by the parishes budding footballers. Chris also ensured that the pitch was fit for play by acquiring the first village mower following the sad demise of Martin cricket club.

But it was not only his diplomatic skills that were put to good use; his practical skills were also exploited. For more than 20 years Chris maintained the Church grounds, cutting the grass and the hedges and generally ensuring that things were kept in good order before handing over the reins to his son-in-law. As a skilled welder, he constructed the first village beacon in honour of the late Queen's Golden Jubilee. Sadly, Chris had to build another after the incumbent chair accidentally sold the first for scrap! Practice, as they say, makes perfect!! The beacon was used just last year to celebrate the Queen's Platinum Jubilee.

Chris worked hard for the benefit of Timberland and the wider parish. His impact on village life was significant and he leaves a legacy of which his family can be proud.

0. Parishioner open forum

There were no parishioners present.

1. Apologies for absence

Apologies for absence were received from Cllr. Ogden.

2. Declarations of interest

There were no declarations of interest to record.

3. Minutes of previous meeting

It was agreed that the minutes were a true and accurate record of the meeting. No amendments were required.

Proposed: Cllr. Kornat, Seconded: Cllr. Audis. All agreed.

4. District & County Councillor remarks

- Reports are available on the website and distributed via the website

5. Planning

- Clerk confirmed that all planning had been sent to the full council and full details of all applications are available on the website via Planning online.
- Cllr Kornat to review current PC Planning Policy

Actions	Who	Updates
Check whether the bungalows on Hallam's Lane have been included and whether property conversions are included	Clerk	
Cllr Kornat to review current PC Planning Policy	Cllr Kornat	Now completed

6. Highways

- Cllr. Kendrick will meet with Highways regarding the potholes on Fen Road, an update will follow.
- The clerk will use FixMyStreet to report the new pothole at the top of Church Street
- The Ramp" signs have now been removed after numerous requests on FixMyStreet,
- Cllr Audis reported that the salt in the Salt Bins in the village is now solid and unusable. Cllr. Kendrick will contact Highways to discuss resolution.

Actions arising	Who	Updates
Cllr. Kendrick has agreed to meet with Highways Officer to discuss the state of Fen Road.	Clerk	ongoing
Clerk to contact Highways regarding ramp signs to be collected from Station Road.	Clerk	Complete – the Ramp signs are removed.
Clerk to report state of salt bins on Fix My Street and to raise the problem with Cllr Kendrick to see if the problem can be fixed.	Clerk	Complete – see new action
Cllr. Kendrick will discuss the state of the Salt Bins with Highways.	Cllr. Kendrick	New action

7. Parish items

7.1 Community Market

- Cllr Kornat reported that the next market is due to take place in the Village Hall.
- Cllr. Kornat reported that the Community Market has raised over £1,000 for the Village Hall in the last year.

7.2 Timberland Green

- Cllr Audis reported that there are no problems regarding the village green at the current time.
- Cllr, Slater is looking into grants that could be used to purchase new play equipment and to repair or replace the shed which is in a serious state of disrepair a reported previously. Cllr. Slater will report back at the next PC meeting.

Actions arising	Who	Updates
Cllr. Audis to arrange for mower blades to be sharpened.	Cllr. Audis	completed
Cllr. Slater to report on status of grants for play equipment and shed.	Cllr. Slater	

7.3 Grounds Maintenance

- All maintenance completed so far for the past year
- Cllr. Audis reported that a full service of the mower is not required but the blades require sharpening. A quote of £10.00 has been received and the council agreed that Cllr. Audis should proceed and get the blades sharpened.
- Bayfield Grass cutting – Clerk to contact Sarah Wells at LCC to negotiate a higher cut rate due to increased fuel and maintenance costs of mower

Actions arising	Who	Updates
Cllr. Audis to arrange for mower blades to be sharpened.	Cllr. Audis	completed
Clerk to contact Sarah Wells at LCC re Bayfield Grass cutting	Clerk	Completed, negotiated £18.00 per cut

7.4 Village Hall

- Nothing to report from VH Committee
- Village Hall will pay 50% of broadband cost. Clerk to follow up with treasurer to investigate if payment will be monthly or a single payment
- It was agreed that archived docs will be kept in the village green container and the current filing cabinet to be kept in the Village Hall.

Actions arising	Who	Updates
Clerk to invoice Village Hall treasure for half of Sky broadband costs.	Clerk	Waiting for SKY DD to determine full cost so can split and invoice VH
Cllr Slater to return the container key to Ian Sterling	Cllr Slater	Action completed

7.5 Emergency Warden

- A discussion was held on the role and responsibilities of the Emergency Warden. Currently the 2 wardens are Cllr. Audis and Ian Stirling. It was agreed that the role of the warden needs full clarification and actions were agreed.

Actions arising	Who	Updates
Clerk to provide current Emergency Plan to Cllr. Slater.	Clerk	
Cllr. Slater to check on statutory requirements for emergency planning and to report back at the next council meeting.	Cllr. Slater	

7.6 Parish councillor vacancy

- It was agreed that as soon as the Legal Notice has been received and displayed a new advert will be created for co-option of new councillors. Clerk to action.

7.7 Notice Boards

- Cllr Audis to check locks to see if they are broken or just in need of attention

Actions arising	Who	Updates
Cllr Audis has completed maintenance and locks work	Cllr Audis	Completed

7.8 Church Lane and Bayfield Dykes

Dyke still not cleared and poses a flood risk, clerk to contact the Field Estates Officer regarding this and next steps

Actions arising	Who	Updates
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Cllr Lenton & Clerk to review past correspondence and decide on next steps	Cllr Lenton & Clerk	ongoing
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8. Clerk's update

8.1 Bank Balance

- Clerk confirmed the financial position on Jan-23 was as follows:

Community Account £6,686.59

Business Account £1,965.69

Unpresented Cheques £0.00

Balance: £8,652.28

- Chair confirmed that bank statements have been reviewed and financial position is correct.

8.2 Payments

- Clerk presented the following payments for approval by the council:

100763	Litter Picker	Salary	£60.58
100768	Clerk	Salary	£170.10
100764	Village Hall	Village Hall Hire	£100.00
100765	Elizabeth Kornat	Queen Elizabeth Rose	£22.99
100766	LALC	Membership Fee	£229.05
100769	CB Wreath	Wreath	£19.99

- Council approved the payments.

Proposed: Cllr. Kornat, Seconded: Cllr. Audis. All agreed

8.3 Authorisation Update

- Cllr. Lenton confirmed that he had visited Barclay Bank in Lincoln on two occasions to ensure identity paperwork was authorised and signed. This was passed to the clerk who confirmed it had been sent to Barclays in the mail to get Cllr. Lenton set up for E-banking approvals.
- New Clerk has contacted Barclays to gain authorisation for accounts

8.4 Correspondence

- Clerk to contact litter picker to confirm she has the correct safety items issued

Date Open	Actions arising	Who	Updates
23-Jan-22	Clerk to contact LP to ensure high Viz jacket and appropriate gloves are worn when litter picking, also check TOR / Contract	Clerk	New action

8.5 Clerk Post

- The clerk vacancy has been filled following interviews with two candidates and successful references being received from nominated referees. Kay Harvey has taken up the position and was welcomed into the role by the chair at the start of the meeting.
- The meeting marked the final meeting for outgoing clerk Cheryl Burbidge. Cllr. Lenton thanked Cheryl for all her hard work, advice and guidance during her time in post and wished her well for the future. All councillors agreed and Cheryl hands over duties to Kay for the future.

Date Open	Actions arising	Who	Updates	Date Closed
23-Jan-22	Cllr. Lenton and clerk to ensure that all employment paperwork is signed to complete the onboarding process.	Cllr. Lenton / Clerk	New action	

8.6 Finance Group

- Cllr. Lenton presented a summary of the activities of the Finance Group and the recommendation regarding the setting of the Precept for 2023/24. The recommendation was that the Precept be set at the same value as for 2022/23 plus a 10% uplift to cater for the effects of inflation during the year. Following discussions amongst the council it was agreed that a figure of £7,000 would be requested.

Date Open	Actions arising	Who	Updates	Date Closed
Nov-22	Clerk to organise a meeting of the Finance sub-committee to commence precept planning.	Clerk	Finance Group met prior to Christmas to review annual spend and agree on a Precept setting for 2023/24.	23-Jan-23
23-Jan-23	Clerk to submit a Precept request of £7,000 as approved by the full council.	Clerk	Approved and now completed, funds due approx. April 2023	25-Jan-23

8.7 Councillor Training

- New clerk is now registered with LALC and will undertake training which will include pre-election training.

Date Open	Actions arising	Who	Updates	Date Closed
Nov-22	Cllr. Slater to meet with Chair and report back at next council meeting.	Cllr. Slater	Action remains open,	
23-Jan-23	Clerk to attend training at LALC, including pre-election training	Clerk		

9. Agenda item for the next meeting

- Grant applications
- Broadband invoice update
- Village potholes
- Using technology to support people in their homes
- Martin Moor recycling plant proposals
- Blankney solar farm proposals
- Kings Coronation Lunch