

Branston & Mere Parish Council

Minutes of the Meeting held at the Pavilion, Moor Lane, Branston on
Monday 13th May 2019 at 7pm.

Present: Cllrs. Messrs Adams, Blair, Clarke, Cucksey (left at 8pm), Naulls, Ross & Tebb and Cllrs Mesdames Catton, Penistan & Willcox.

In Attendance: Clerk - Mrs Stead.

Members of the Public: Six.

Item 1 a) Completion of Acceptance of Office forms.

All forms were duly completed and returned to the Clerk.

The Chairman welcomed Cllr Mrs Penistan and welcomed back Cllr Cucksey.

b) Election of a Chairman.

Cllr Naulls was elected as Chairman.

Nominated by Cllr Ross: seconded by Cllr Clarke and elected unanimously.

The Acceptance of Office was signed.

c) Election of a Vice Chairman.

Cllr Ross was elected as Vice Chairman.

Nominated by Cllr Clarke; seconded by Cllr Blair and elected unanimously.

Item 2 a) Apologies for absence and reasons given.

The Council noted and approved the reasons for the apologies of Cllrs Marchant, Lundgren & Newman.

Mrs Naylor had sent apologies.

b) Declarations of Pecuniary & Non-Pecuniary Interests.

There were no declarations of interest.

c) To adopt the revised NKDC Code of Conduct.

16019 The Code and guidance notes had been circulated.

The revised Code of Conduct was adopted. Proposed by Cllr Mrs Willcox and seconded by Cllr Adams.

The clerk stressed that it was members responsibility to comply with the Code and register interests or seek advice from the Monitoring Officer at NKDC.

Item 3 Public Forum.

16020 The Deputy Chair of the Food Voucher Scheme gave a presentation on the scheme to clarify issues raised at the APM. She explained the management of the committee; constitution, meetings, accounts and gave details of the dedicated bank account for donations.

The scheme had been set up to provide assistance to families during school holidays, whose children received free school meals during term time. The Infant and Junior schools were issued with watermarked vouchers, redeemable for groceries only at the Co-op, in postage paid envelopes to post out to the families; ensuring that there was no barrier to parents from the stigma of collecting in person. She explained that the committee had no direct contact with families in line with GDPR requirements.

The scheme had been funded by fundraising, donations and a grant from the Bishop's Social Justice Fund and supported by Lincolnshire Co-op with the aim that disadvantage should not affect a child's performance.

16021 A new resident raised the issue of HGVs using Silver Street late at night, asking what measures were in place to enforce the weight limit.

The Chairman said that LCC were aware of the issue and that the Parish Council had requested better signage that didn't rely on local knowledge.

Cllr Mrs Willcox suggested that the resident should note the dates, times and registrations of the lorries and Branston Ltd would take it up with the companies involved. She said that there was a difficulty for foreign drivers trying to understand the type of signage used in Branston and said that pictorial weight limit signs were easy to understand and used near the Branston Ltd factory at Yeovil.

Cllr Ross asked Cllr Oxby to raise the matter with Highways. The Clerk would forward the photos previously sent to Highways.

16022 A resident from Station Road complained again about the advertising banner on Station Road. The Clerk would contact the company to have it removed.

Item 4 To receive reports from representatives on outside bodies:

a) Police.

During the period 5/4/19 – 5/5/19 six crimes had been reported:

3 Thefts.

2 Damage to a motor vehicle

1 Criminal Damage.

The owner of the Husky dogs at Top Farm had been issued with a Community Protection Notice warning letter, following further dog nuisance caused to dog walkers, in addition to the previous offence reported.

b) County Council.

- Cllr Oxby reported that the work on the bypass was at the halfway stage.
- Work at Bardney Bridge was on track.
- Lincolnshire's first Cycle Fest would be held at Doddington Hall on 1st June.
- Volunteers were needed for the Dinosaur Encounter at the Collection in the summer.
- He said that it was Mental Health Awareness week and Every Mind Matters Campaign was being piloted in the Midlands ahead of a nationwide launch in the autumn.
- Healthy Minds Lincolnshire Service's annual stakeholder survey was open.
- NHS Lincolnshire had launched the Healthy Conversation 2019.
- Support was offered to young carers
- There would be a Dambusters exhibition at the Battle of Britain Memorial Flight until September.
- Three resident artists were displaying their work in the Curtois Gallery at the Collection.
- There had been about 1000 responses to the survey on the future of the Usher Art Gallery that would be analysed. Cllr Oxby said that many were based on a response from a group. The gallery, owned by the City of Lincoln Council and rented by LCC, had about 20k visitors a year. There had been 15k visitors to the Collection for The Moon exhibition alone.

c) District Council.

- Cllr Lundgren had reported that issues raised on the election campaign trail, relating to street lights and overgrown hedges, had been passed to the Clerk.
- He said that the main local issue raised had been the difficulty getting appointments at the Branston Surgery. He planned to pursue the matter and asked for the Parish Council's support.
- After four years trying to secure suitable accommodation for a young man with mental health issues, an offer had been made by the Housing Association on The Spires.
- Cllr Cucksey reported that the Performance Framework 2019/20 had been reviewed by the Performance and Resources Overview and Scrutiny Panel with no fundamental changes made. There were some target changes to ensure performance continued to be measured effectively and the KPIs had been amended.
- The number of young people engaged in Local Democracy Week had increased each year with some schools incorporating the one-day event into an extended exploration of local democracy that could nurture young people's interest in local democracy and other life skills.

d) Community Library.

- The recent book sale had raised just over £90 for Library funds.
- The Library had been chosen to be the Co-op's Community Champion from September to November.
- The funding application to revamp the adult and junior fiction areas had been submitted to LCC.

e) Environment Warden Report & updates from NKDC.

- The report had been circulated. The Warden had received two reports from residents during the month: he had found no evidence of any major fouling on Beech Road and had reassured a dog owner wrongly accused of not cleaning up after his dog by another member of the public.
- He would work on updating notices around the village in line with new legislation.
- The Warden had been issued with a new badge and offered a further training session by NKDC.
- NKDC had issued a Briefing Note (circulated) on the new legislation.

Item 5 Election of members to Committees:**a) Planning Committee.**

All members would be notified of applications and meetings and be required to comment on planning applications and attend meetings as required.

b) Policy and Resources Committee.

All members to serve, to be called as and when necessary.

The committee had responsibility for personnel issues. In cases of disciplinary action and appeals, the committees were made up as follows:

Policy & Resources Committee A: Cllrs Blair, Catton, Cucksey, Naulls, Tebb & Willcox.

Policy & Resources Committee B: Cllrs Adams, Clarke, Newman, Lundgren, Penistan, Ross & Marchant.

c) Recreation Grounds Committee – incorporating the Pavilion Project.

Cllrs Clarke, Naulls, Newman, Ross and Willcox to serve.

d) Pavilion Project Committee.

See Item 5c.

e) Village Hall Management Committee.

Cllr Mrs Penistan was invited to attend a meeting and consider joining the committee as the Parish Council representative. The Clerk acted as secretary and treasurer.

f) Four Parish Cluster Group.

Cllrs Marchant, Naulls and Newman agreed to represent the Parish. Cllr Lundgren would attend as a District Councillor.

g) Neighbourhood Plan Committee.

Cllrs Lundgren, Naulls and Tebb would continue as part of the committee as the Plan neared its conclusion..

h) Emergency Plan Committee.

Led by Cllr Marchant. Cllrs Blair, Catton, Clarke, Lundgren and Tebb were part of the team.

i) Branston Charity.

Cllr Newman and Mrs Woodcock would continue to represent the Council.

Item 6 a) To resolve that the notes of the meeting held on 1st April are approved as the Minutes.

Acceptance of the notes was proposed by Cllr Ross and seconded by Cllr Clarke.

b) Matters arising from the Minutes for clarification.

16023 Ref 16016 - Cllr Ross said that the congestion on Lincoln Road had resumed after the school holidays but was intermittent during the week sometimes lasting two to three hours, making it difficult for residents to enter or leave their driveways. The Clerk had not received any further feedback from LCC. Cllr Oxby would be provided with the information to take back.

Item 7 Correspondence:**a) Newsletters and Periodic Publications.**

16024 Local Council Review Spring 2019.

16025 Clerks & Councils Direct May 2019.

16026 HAGs Brochure

16027 NBB Outdoor Shelters

b) Letters for information.

16028 Dr Caroline Johnson MP - Notification of a Village Hall Improvement Grant. Parish Councils were not eligible to apply.

16029 LALC – A copy of the Service Level Agreement.

16030 Branston Bowls Club – Letter of thanks for the Grant Aid.

16031 Taylor Wimpey - Apology for unauthorised flyposting and agreement to remove it by 12th May.

c) NKDC – Guidance on the Community Infrastructure Levy.

16032 The Guidance notes had been circulated. Further clarity would be sought from NKDC.

d) Washingborough PC – Request for support for new cycle/foot path on B1190.

16033 Support had been requested for their proposal for a new foot/cycle path along the B1190 from the bridge to the crematorium to improve safety. It was agreed to be necessary and support would be offered with a request to bring the foot/cycle path along the B1188 up to standard.

e) E-On – Quote to replace second light in Moor Lane car park.

16034 One of the two lights in the Moor Lane car park had recently been upgraded to a 19w LED when the 70w son lantern failed. The new light would use 78% less energy. E-On had recommend that the other lantern is also replaced - £350 + VAT.

Cllr Adams proposed and Cllr Ross seconded replacing the light.

f) Resident – Damaged boundary fence.

16035 The resident at the Old School House had again raised the condition of the fence between his property and the Memorial Garden. The Chairman and Clerk had inspected the fences. Apart from a broken post, the Council's fence was intact. The resident's fence was dilapidated and the overgrown leylandii hedge in poor condition. It was agreed that an offer would be made for Cllrs Naulls and Tebb to meet the resident to discuss a mutually agreeable solution for consideration at the next meeting.

Item 8

16036 Planning Applications & Tree Applications:

a) Planning Decisions received.

Planning permission had been granted on the following applications:

19/0122 Replacement livestock building	Brambles Farm, Mere Road.
19/0192 Single storey rear extension, loft conversion, pitched roof & double garage	15 High Street.
19/0196 VARCON - Remove condition 5 on occupancy	Carr Dyke House, Bardney Rd, B Booths.
19/0223 First Floor side extension over garage & single storey rear extension	3 The Chalfonts.
19/0304 Single storey rear extension	12 Moor Lane, B Booths
19/0341 Single storey rear extension	57 Station Road.
19/0361 Rear extension & remodelling	69 Station Road.

b) Planning Applications received.

19/0325 Single storey sunroom to replace conservatory Mere Oaks Cottage, P'han Booths.

No objections.

19/0469 Detached bungalow Rear 36 Beech Road

Branston & Mere Parish Council objects to this proposal.

- The addition of a bungalow in the rear garden of 36 Beech Road would be overdevelopment of the plot that would adversely affect the character and appearance of the area and result in a cramped form of development that would compromise the 1960's street scene. Policy LP26 of the Local Plan states that developments must make a positive contribution to the character and appearance of the environment within which it is located; having regard to its local context and should not impact negatively upon the amenity experienced by neighbours.*

The additional dwelling would create an intrusive loss of privacy for the neighbours that will unduly harm their right to enjoy their own amenity space.

- The subdivision of the garden would provide limited amenity space for the new property and a reduced plot size for 36 Beech Road. Garden space provides an important degree of separation between neighbouring bungalows and this addition will also affect 38 Beech Road and 1 Forsythia Close.*

Policy LP20 recognises the importance of green infrastructure; including the benefit of domestic gardens and states that proposals that cause loss or harm should not be permitted unless outweighed by need.

- There is limited parking space which could result in vehicles parking in the entrance to Forsythia Close.*

- Allowing subdivision of gardens of this size on the basis that there is potential access would set a precedent that could result in further inappropriate infill.*

19/0479 Single storey side & rear extensions 28 Magnolia Close.

No objections.

19/0596 Two storey rear extension 24 Silver Street

No objections.

c) Tree Application Decisions received.

19/0158 Fell 1 Leylandii Cypress & crown lift hedge to 3m above footpath The Old School House.

Granted.

d) Tree Applications received.

19/0641 Crown lift line of mixed trees to 2.5m on Taylor Wimpey site side. 41 Silver Street.

Branston & Mere Parish Council is concerned that this latest proposal has again been submitted without consultation with the homeowner.

The woodland boundary to the south of the property previously provided an important landscape buffer for the southern entrance to the village and continues to offer an important visual asset and screening from the new development for the homeowner at 41 Silver Street. Their importance to the environment of the area has been recognised in the Branston Character Appraisal.

The integrity of the boundary needs to be maintained and any work approved should be sympathetic and proportionate.

Item 9 Other Reports:**a) Update on the New Pavilion project.**

16037 Cllr Ross had circulated feedback on the meeting with LK2 when the 'loss' of expected CIL monies and one of the senior football teams had been discussed.

A single team demonstrated insufficient usage to attract significant funding from sports related sources making the original 'wish list' unrealistic.

LK2 had suggested omitting the new changing rooms from the plans; refurbish the existing changing rooms and add an extension for community use. A new drawing had been circulated for consideration that would be achievable within the reduced budget.

There was concern that the facility would not attract new users and not be what users wanted but without being able to demonstrate sport use the availability of grants would be restricted.

An extraordinary meeting to include the Recreation Ground Committee would be arranged to consider the way forward.

b) Report on speed reduction measures.

16038 The Chairman reported on a successful meeting with the chosen company, based on members preferences, quality and cost. To install white UPVC gates at the four priority sites would be £7506 with installation extra.

16039 A meeting had been held with the Highways Officer. He had been shown the sites and designs for additional speed devices and had offered to help source and fit suitable devices. His response was expected for the June meeting.

c) To consider & approve the Library Agreement.

16040 Deferred.

d) Update on the Neighbourhood Plan.

16041 Cllr Lundgren later advised that funding had been received from Locality for an independent expert from AECOM to undertake a final 'health check', a decision taken to avoid the problems experienced by Nocton and Potterhanworth.

e) Emergency Plan update.

16042 Cllr Marchant had circulated a report on the Open Evening, attended by 20 team members, which had provided an opportunity for the volunteers to meet and get updated on the plan.

The next stage would be to practice setting up an Emergency Support Centre to ensure that the administrative procedures were understood.

The LCC Emergency Planning & Business Continuity Service had expressed an interest in conducting a full exercise in Branston in 2020; involving the blue light services, Environment Agency and Red Cross, possibly simulating an air incident, pandemic or major RTC on the B1188.

A British Red Cross First Aid training session had been held; disappointingly only 9 of the 17 registered had attended but it had resulted in 50% of the 67 volunteers being first aid trained.

f) Update on arrangements for the Beer Fest.

16043 Cllr Clarke said that the website was live and ticket sales were expected to go live by the end of the month. Articles had been submitted to both local magazines and most arrangements were in place. Volunteers were needed to 'work' on the day in two shifts covering gate, token sales, car parking, security and bars and sponsors were being sought for the barrels.

g) Annual inspection of Astro Court.

16044 The Clerk reported that the Astro Court was in good condition. The importance of regular drag matting had been stressed on the report. The old ride-on mower used for the job was failing and thought to be beyond repair. The Clerk was asked to have the mower checked.

Item 10 Governance Review –**a) Risk Assessment.**

16045 Nothing to add. It was confirmed that the Beer Fest had a separate Risk Assessment in place.

Item 11 Finance:**a) To approve payments to be made.**

16046 Approval of the payments was proposed by Cllr Tebb and seconded by Cllr Mrs Willcox.

Staff payments	Wages & Expenses	4617.63
HMRC	Tax & NI	797.27
NEST	Pension	364.93
Michael Cummins	Environment Warden	262.50
T Mobile	Asst Clerk Mobile	11.29
Andy Marchant	Emergency Plan Equipment	192.89
C B Ground Maintenance	Grass cutting & spraying	711.40
Hill Holt Wood	Jungle maintenance	144.00
Keith Flintham	Topsoil	20.00
EPSO	Cleaning products	79.02
E-On	Car park light	420.00
Brandon Hire	Roller hire	216.00
Technical Surfaces	Astro Maintenance	426.07
Sparks Electrical	Install commando sockets	465.60
Branston Community Academy	Sports Hall Hire (Escape)	256.00
Tiger Hire	Marquees etc - BBF	240.60
LK2	Architect fees	3240.00
Grundy Agricultural	Strimmer parts	37.30
Sarah Stead	Plants for Memorial Garden	9.00
	Total Payments	12,511.40

Item 12 Issues from previous agendas that have not been resolved:**a) Loss of the Post Office.**

16047 The Chairman had contacted the clerk at Sturton by Stow about the provider of their outreach service and was waiting for a response.

b) Cycle path provision – Lincoln Road & Mere Road.

Nothing to add.

c) Benches in Memorial Garden.

Nothing to add.

d) Skate Park maintenance issues.

16048 Lovells appeared to have a plan. The Assistant Clerk would liaise with them to seek confirmation.

e) GP provision in the parish.

16049 Ref 16004 - The manager at the Washingborough surgery had advised that there were no plans to extend the hours at the Linden Avenue surgery. They had seen an influx of patients moving from the Branston Surgery but they were able to cope with their 6 GPs and still had an 'open list'. The reported increase in congestion on School Lane, Washingborough may have been due to a temporary closure of the car.

Item 13 Items for information

16050 Cllr Clarke reported that the grass area on Woodside hadn't been cut. The Clerk would remind Taylor Lindsey.

16051 Cllr Clarke asked about the Seasonal worker. The Clerk confirmed that he had settled in well and was enjoying the work.

16052 Cllr Blair advised that a dog waste bin was needed on Moor Lane, Branston Booths. A decision would be made at the next meeting when the costs were known.

16053 Cllr Tebb reported back on his tour of the bypass route with photos showing the scale of the work. He said that the lagoon adjacent to the B1188 would remain and be developed as a wildlife haven. Heighington Road would reopen in time for the Heighington Christmas market and the B1188 roundabout would be in use by the end of the year.

16054 Cllr Tebb suggested looking at the cost of putting two recycled plastic picnic benches at Waterwheel Lane.

16055 Cllr Adams commented on the state of the road on Thacker's Lane. He would report it on Fix My Street.

The meeting closed at 9.15pm.