

Corringham Parish Council & Burial Authority
Minutes of an Ordinary Meeting Tuesday 5th April 2022

Minutes of an ordinary meeting of Corringham Parish Council, held on Tuesday 5th April 2022, 7.30 pm at Corringham Village Hall.

Present:

Parish Councillors: J Stanser (Vice Chair), S Blades, R Brown, M Parr. D Semley (Chair) joined meeting at 8.30 pm.

Member(s) of the Public: Ms. Natalie Smith

Clerk: Dr E Raymond

ITEM

1. **CHAIRPERSON REMARKS** – Meeting was opened by Vice Chair Cllr. Stanser who welcomed all to the meeting.
2. **APOLOGIES FOR ABSENCE** – District Cllr. Howitt-Cowan, PCSO Julie McFaul. Cllr. A Lowe-Hall.
3. **MEMBERS DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011 AND TO RECEIVE ANY APPLICATIONS FOR DISPENSATION IN RELATION TO DISCLOSABLE PECUNIARY INTEREST** - Cllr. M Parr – Allotment matters (pecuniary).
4. **PUBLIC PARTICIPATION** – Natalie Smith attended the meeting and commented on the usefulness of the Community Newsletter and updates on planned activities/developments for the community. Also discussed need for wider distribution of information throughout the village.
5. **MINUTES OF THE PREVIOUS MEETING** - - To consider and resolve to accept minutes of previous meetings:
 - i. **RESOLVED** that Minutes of the Ordinary Meeting held Tuesday 1 March 2022 be approved and signed as a correct record.
 - ii. **RESOLVED** that Minutes of the Extraordinary Meeting held Tuesday 15 March 2022 be approved and signed as a correct record.
6. **CO-OPTION OF NEW PARISH COUNCILLORS** –Three vacancies remain on the Corringham Parish Council. One expression of interest received and information relating to the role of councillors and co-option application form has been provided to the interested party.
- 7.
8. **REPRESENTATIVE REPORTS** - For information only.
 - a. CllrC. Perraton Williams: None received.
 - b. Cllr. Howitt-Cowan: Report for April 2022 circulated prior to meeting. No questions arising.
 - c. Julie McFaul, PCSO. Provided one report from the village during the past 4 weeks. 15/03/22 – THEFT of a Bomag roller from a farm on Pilham Lane in Corringham.
8. **BUSINESS MATTERS FOR CONSIDERATION**
 - a. To consider Parish Council Governance documents and policies to include:
 - i. Revised Code of Conduct Policy and signing of Code of Conduct Forms
RESOLVED to adopt the LGA Model Code and publish same to PC website. Members signed Code of Conduct Forms. Forms to be forwarded to WLDC Monitoring Officer **[ACTION: Clerk]**
 - ii. Expenses Policy
RESOLVED to adopt Expenses Policy and publish to website. **[ACTION: Clerk]**
 - iii. Councillor Co-Option Policy
RESOLVED to adopt Co-Option Policy and publish to website. **[ACTION: Clerk]**
 - iv. Burial Authority Regulations Policy

Corringham Parish Council – Ordinary Meeting on Tuesday 5 April 2022. Minutes approved as a true and accurate record and signed as so by the Chair presiding...**Diane Semley**

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RESOLVED to DEFER item to next meeting.

b. To consider recommendations/actions arising from Risk Assessment of Village Pond.

Council discussed the Risk Assessment of the Village Pond and the recommendations/actions arising.

RESOLVED to obtain quotations for replacing the damaged section of fencing. **[ACTION: Clerk/RFO]**

RESOLVED to obtain quotations for replacement signage and flotation aids. **[ACTION: Clerk]**

RESOLVED to lock the metal gate to remove hazard of finger trap by purchase of a combination lock which will allow maintenance access. **[ACTION: Cllr. Stanser]**

RESOLVED to DEFER redevelopment of pond edges to later date.

c. To review results from two questionnaires regarding community matters and garden allotments. Council discussed the results.

RESOLVED to publish the results from both polls to Parish Council website/PC Facebook page. **[ACTION: Clerk]**

RESOLVED to send results of the Garden Allotment poll to Sally Read of Thonock & Somerby Estates Ltd. to evidence lack of interest/support for more centrally located Garden Allotments. (Minutes: 03/2022 Feb, Item 8e.ii refers). **[ACTION: Clerk]**

d. To receive report and budget update from the Jubilee Celebrations Working Group.

Cllr. Stanser (Chair of Working Group) reported notes from meetings held March and April 2022 for event planning, including a meeting with representatives from the Village Hall to arrange access to equipment and premises over the Jubilee weekend. Cllr. Stanser updated on the activities including an 'adult' bouncy castle, catering arrangements, road-closures (Sunday 5.6.2022) and progress with licences for entertainment and lottery. Council discussed a 'dogs on leads' policy for the Recreation Field. Council agreed bench from pond area can be moved to field if not bolted down.

RESOLVED to obtain a quote for cutting of the recreation area prior to Jubilee event. **[ACTION: RFO]**

RESOLVED to NOTE ongoing Working Group planning arrangements.

e. To discuss response to Central Lincolnshire Local Plan Review (3rd & final stage consultation). Cllr. Brown provided discussion document. **RESOLVED** to DEFER to next meeting.

9. FINANCIAL REPORTS – To receive the financial report and approve payments. Cllr. Brown reported as follows.

a. AGAR Certificate of Exemption figures. Total annual gross income for the authority 2021/22: **£13,995**. Total annual gross expenditure for the authority 2021/22: **£15,977**. AGAR Certificate of Exemption signed in presence of council.

RESOLVED to submit AGAR Certificate of Exemption 2021/2022 **[ACTION: RFO]**

Bank Balance	Current Account: £7648.18. Bmm Account (Reserve): £5500.14 Total: £ 13148.32	
Expenditure (Payee)	Amount	Details
Heather Property Services Ltd	£580.00	Heather Property Services Ltd have completed initial cut to all areas. Areas are to a good standard. Invoice received from Heather Property Services for the sum in line with contract. RESOLVED to pay invoice in full. [ACTION: RFO]
LALC	£158.52	LALC invoice for electorate charges. RESOLVED to pay invoice. [ACTION: RFO]
Corringham Village Hall	£24.00	Village Hall Hire for March PC meeting. 1.5 hrs. RESOLVED to pay invoice. [ACTION: RFO]

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Printing (Newsletter) 24 Mar 2022	£150.00 £127.20	Newsletter. Paid by BACS NHP. Paid by BACS.
Cllr. D Semley (Expenses)	£163.95	NHP Printing, print cartridges and stamps – expenses form received. PAID by BACS.
Clerk (Salary)	-	March 2022. Paid by BACS
Expenditure (Jubilee Working Group)		
Jubilee Celebrations	£163.00	Deposit – Marquee Hire
	£45.00	Queen Cut-Out
	£130.00	Printing
Monies Received		
Cliff Bradley Inv. 22009	£90.00	Interment. 11 March 2022

10. PLANNING MATTERS –

To consider applications and responses to planning matters.

- i. Appl. Ref No. 144439. Two storey warehouse extension with office. Corringham Rd Ind. Est.
RESOLVED to respond to request for planning as opinion agreed by Council. **[ACTION: Clerk]**
- ii. Appl. Ref No. 144417. First floor rear extension, Middle St. Corringham.
RESOLVED to respond to request for planning as opinion agreed by Council. **[ACTION: Clerk]**

11. ONGOING MINOR ITEMS, CORRESPONDENCE AND AGENDA ITEMS FOR THE NEXT MEETING

Cllr. Blades reported 30 mph speed signs have been cut down and are currently in possession of Cllr. Blades. The 'legal' 30 mph signs are still in place. Council resolved to remount them. **[ACTION: Cllr. Blades]**

Next Agenda:

- To discuss response to Central Lincolnshire Local Plan Review (3rd & final stage consultation). Minutes: 06/2022 April, Item 8e. refers).
- To receive report and budget update from the Jubilee Celebrations Working Group.
- To review Burial Authority Regulations Policy. (Minutes: 06/2022 April, Item 8a.iv. refers).

RESOLVED to exclude the public and press in accordance with the Public Bodies (Admission to Meetings) Act 1960 s1(2) due to the sensitive nature of the item to be discussed.

Cllr. Semley wished to update the council on a matter of a sensitive nature. This was for information only, no resolution or further action required.

DATE OF NEXT MEETING – To resolve to note the date of the next meeting of the Annual General Meeting and Parish Council meeting as **Tuesday 3 May 2022**.

Council agreed to hold a separate Annual Parish Assembly as an opportunity to engage with and hear from the Community. Proposed dates of Friday 20th or Saturday 21st May 2022. To enquire whether Village Hall is available to host the Annual Parish Assembly. **[ACTION: Clerk]**

Meeting Closed: 8:50 pm

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