

September 6th 2022 - Minutes of Meeting

Minutes of an ordinary meeting of Corringham Parish Council, held on Tuesday 6th September 2022 at 7.30 pm at Corringham Village Hall

Present: Parish Councillors: D. Semley (Chair), S Blades, N Smith, M. Parr

Not present: Cllr J Stanser

Member(s) of the Public:

Item

1. **CHAIRMAN'S REMARKS** Meeting was opened by Chair Cllr. Semley who welcomed all to the meeting and thanked everyone for attending the September meeting with a view to getting projects up and running and to achieve visible and sustained works to the village.
2. **APOLOGIES FOR ABSENCE** – Cllr J Stanser (Vice-Chair), District Cllr. Howitt-Cowan, PCSO Julie McFaul, Cllr. Perraton-Williams
3. **DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011 AND TO RECEIVE ANY APPLICATIONS FOR DISPENSATION IN RELATION TO DISCLOSABLE PECUNIARY INTEREST** - None
4. **PUBLIC QUESTION TIME** – No members of the public in attendance.

i. **MINUTES** - To consider and resolve to:

RESOLVED that Minutes of the Ordinary Meeting held Tuesday 2nd August 2022, approved and signed as a correct record.

ii. **ADDRESS MATTERS ARISING**

- a. Hedge in front of pond area has been cut to make path way accessible.
- b. 2x quotes have been entered for works to the cemetery. Further quotes to be sought and submitted.
- c. Potential for a bonfire in November has been looked into and advice sought regarding risk assessment and Parish Council insurance cover. Awaiting call back with relevant information to be able to progress.
- d. Information has been discussed on ways forward with the Pond and what potential works are needed to bring it up to standard.
- e. Reinstating a hedge on the boundary line between pond land and 1st house homeowner.

f. Provide a day during October ½ term for the community to help with making bird/bat boxes, insect hotels etc within the village.

5. **REPRESENTATIVE REPORTS –**

a. Cllr C. Perraton-Williams: None received.

b. Cllr. Howitt-Cowan: Report for September 2022 circulated prior to the meeting. No questions arising.

c. Julie McFaul, PCSO: None received.

6. **BUSINESS MATTERS FOR CONSIDERATION -**

a. Ecology Project Proposal.

i. Outline Plan - Jobs required to move forward with the ecology project proposed. Some jobs allocated to councillors and discussed who to approach for village contributions.

RESOLVED for research to take place regarding jetty into pond **[ACTION: Cllr Semley]**

ii. Ecology Project Funding

There is up to £5,000 available for Ecology Projects. Quotes for works and resources are required for calculating costs, not actual invoices due to the monies needing to be spent, for the project, by February 2023. Lincs Zero Carbon Project will need the projected project costs, the hours being given by volunteers and how much the Parish Council would require to fulfil the project.

iii. Quotes

RESOLVED to get 2x further quotes for removal of Cherry Laurels, surface ivy, cotoneaster and pruning of trees under powerlines. **[ACTION: Cllr Smith]**

RESOLVED for research and quotes regarding hedge work and plants needed around pond perimeter. **[ACTION: Cllr Semley]**

RESOLVED to approach company regarding works to the pond including: dredging, sluicing, bank clearance and clearing marginal plants. **[ACTION: Cllr Smith]**

iv. Volunteers and Societies

Discussed putting a team together for clearance and groundwork potentially for October when growth has died back sufficiently for easier removal. To include removal of non-native species. **Ongoing [ACTION: Cllr Stanser]**

RESOLVED to approach Corringham Craft Club about making Blue Hearts for the Ecology Project **[ACTION: Cllr Smith]**

RESOLVED to approach Corringham School regarding contributing to the Ecology Projects. **[ACTION: Cllr Semley]**

RESOLVED to create soil bins for grave diggers excess soil and grass bins for grass cutters to put clippings. **Ongoing [ACTION: Cllr Semley]**

b. Cemetery Noticeboard

Deferred to next meeting. **[ACTION: Cllr Stanser]**

c. Internal risk assessment

Risk Assessment completed. **RESOLVED to ACCEPT**

d. Grass and Hedge Cutting Timings

Heathers Grass Cutters have been spoken to and agreed to ½ of cemetery area to be left in line with conservation project and to cut to half height and clear debris from hedge on Middle Street (pond boundary)

Any times when grass cutting is not required (due to weather, regrowth), time will be put to the general up-keep and maintenance of the village. For example: tree clearance, scarifying, rotavating etc.

Heathers are very much onboard and engaged with the village's ecology vision.

Grass Cutting of field – Need to ascertain of school is still to pay for this. If not, PC will need to budget for this and ask Heather's for a separate quote for this work.

e. Signage

Deferred to next meeting. **[ACTION: Cllr Stanser]**

f. Pond Safety Equipment

Deferred to next meeting. **[ACTION: Cllr Stanser]**

g. Newsletter

Ongoing, inclusions of ½ term ecology project and request for volunteers for ground work clearance. **[ACTION: Cllr Semley]**

h. Ashwin Charity and Land Holdings

This has been left with the solicitor regarding the Governance Documentation.

Annual Statements for Aswin Charity are up-to-date

Annual Statement for Recreation Ground is up-to-date

i. Clerk Assistance

RESOLVED Agreed to pay for services from LALC in lieu of a clerk. They will support with updating the website information and VAT claims. Charges are £20 per hour. Finances are available under the Clerk's salary and expenses in the budget.

7. **FINANCIAL REPORTS** – To receive the financial report and approve payments.

a. Finance report

Bank Balance	Current Account: £12,022.56 BMM Reserve Account: £5,501.83 Total: £17,524.39 Accounts checked and reconciled to end of August 2022	
Bank Activity	Bank Charges August 2022: £8.00 Interest earned on reserve account: 0.70p	
Expenditure (Payee)	Amount	Details
Paid invoices & expenses PC general		Village Hall – £24 – 04/08/22 Heathers Property Service £580 – 04/08/22
Outstanding invoices & expenses - PC general	£290.00	Heathers Property Services Invoice - Grass Cutting for August
Payments received - general	£200.00 £220.00	Cliff Bradley – Interment 12/08/22 VIC Group - Refund from generator suppliers for Jubilee 15/08/22
Payments received - outstanding	£414.24	Awaiting grant monies for Ecology Report from Lincolnshire Wildlife fund.
Expenses - outstanding	£100.00	Willingham Brass Band - donation for Jubilee
Internal Audit		Internal audit booked with LALC for 2022-23
VAT		VAT refunds need to be actioned before 3 year deadline expires

b. Finance Planning Committee

RESOLVED to **ACCEPT** the Finance Committee terms of reference.

c. Asset Register

Photographs required to update the register [**ACTION: Cllr Stanser**]

8. **COUNCILLOR TRAINING**

New training scheduled for September to November.

9. **PLANNING MATTERS** – To consider applications and responses to planning matters.

Planning Submitted Reference: 145239

Planning does not fall within Parish – no comments

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

- i. Problems of bicycles being ridden on footpaths alongside main road to be addressed in the forthcoming newsletter.
- ii. Contact made for help with dog bins – the repair of the 2 bins already in situ and a request for a new one on school corner.
- iii. Signage for hedgerows when litter picking has taken place.

11. DATE OF NEXT MEETING – To resolve to note the date of the next General Meeting of the Parish Council Tuesday 4th October 2022 – 7.30pm – Venue: Corringham Village Hall

Meeting Closed: 8.50pm

**ADOPTED
04/10/2022**