**LEGBOURNE PARISH COUNCIL**

Minutes of the Council meeting held on **Monday 13th September 2021** at Legbourne Community Centre.

In attendance – Councillors Maw (Chairman), Stephenson (Vice Chairman), Chapman, Cole, Hallifax, Harrison, LCC Cllr Parkin.

Two members of the pubic were present.

(Notes taken and recorded against the meeting agenda)

1. **APOLOGIES FOR ABSENCE –** the incumbent Clerk A. Claydon; the proposed Clerk Madeline Hoad; ELDC Cllr Grist.
2. **CHAIRMAN’s WELCOME AND REMARKS** – the Chairman welcomed all those present to the meeting and stated that notes would be taken (VC) to formulate a set of draft minutes post meeting, on coordination with the incumbent/proposed Clerk.
3. **NOTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON MONDAY19th JULY 2021** –it was RESOLVED to adopt the notes as minutes (pCS & sAH)
4. **DECLARATIONS OF PECUNIARY INTEREST** – No new matters were disclosed.
5. **CONSIDER & RESOLVE THE APPOINTMENT OF A PARISH CLERK** – following the resignation of the present Clerk. PM summarised that a new Clerk had been selected for the role from two possible applicants. MH (absent) who is presently the clerk for Tetford & Salmonby and also Bilsby, was selected for her experience, pro-active approach, and being in the process of attaining professional qualifications (CiLCA) which would be an asset to the council. PM provided an overview of the details for the proposed contract (agreed hours – slightly adjusted from existing), with comment from SP identifying that a review may be required (for pension/tax/NI etc) and AH suggested a copy of ACs contract should be located where possible. CS added that LALC may be able to provide assistance in drawing up the new contact. SC queried whether the costs for the professional qualification would be borne in part by LPC. PM confirmed that this was being financed by Tetford & Salmonby Council.

During discussion concerning handover from AC to MH, it was suggested by CS that an asset register should be drafted/ updated (where existing) for any hardware and items in the Clerk’s possession. A handover from AC to MH is planned for Friday 17/09/2021. Appointment of MH as new Parish Clerk was proposed by SC, seconded CS and resolved by all. MH to sign new contract of employment.

1. **CONSIDER & RESOLVE THE CO-OPTION OF NEW PARISH COUNCILLOR –** to fill the vacant seat. PM introduced V Conduit as the second applicant for the role of Parish Clerk, and explained that although not the successful candidate for that position, VC had expressed an interest in the New Parish Councillor position. VC has relocated to Legbourne around 18 months ago and is keen to get involved with the village and sees this as a fantastic opportunity to settle in and become part of the community. Appointment of VC as new Parish Councillor – Proposed by NC, seconded by AH and resolved by all. VC to sign her declaration of acceptance of office at the next Council meeting.
2. **CLERKS REPORT –** on ongoing matters not covered elsewhere in the agenda- Lincolnshire Highways have agreed to the relocation of brackets for the reactive speed sign, to be sited on posts on the approaches to either end of the village and centrally along Station Road. However there are tree branches overhanging obscuring the view in two of three locations which require cutting back. Permission has been granted to LPC to cut these back. been
3. **LEGBOURNE PARISH MEETING** – to confirm the meeting date for the annual meeting which had been scheduled for the 20th September with the hall being booked. It was confirmed post meeting that the date for the meeting must be publicised a minimum 7 days in advance, therefore **it was resolved** that a new date later in the year is to be agreed.
4. **PLANNING APPLICATIONS FOR PARISH COUNCIL COMMENTS:**
5. **N/100/10843/21 – Section 73 application. Trout Farm** – Walls of 2.2m in height proposed to provide future residents privacy from overlooking from the road. Highways have raised no objection. It was resolved to make comment (clerk to action) to state that the access proposed would improve functionality of the site and potentially reduce congestion at the access points.
6. **N/100/01666/21** – **Environmental Impact Assessment, Nutty Cottage.** – Application decided. No significant impact.
7. **N/100/01618/21** – Planning Permission Tresco, Ponds – Retrospective application as work has been completed. Highways do not wish to restrict the grant of permission. Following debate it was resolved to raise no objection to this application – proposed by SC and Seconded AH. Clerk to update planning portal.
8. **N/100/01491/21 – Planning permission – Birdsong –**Erection of a boundary wall – planning decision granted.
9. **Application received after publication of agenda –** Clerk to add comments from minute 28/2021 (July meeting) to ELDC planning portal (application N/100/01380/21)
10. **STATEMENT OF LOCAL PLANNING PRINCIPLES / CONSIDERATIONS** – no update was made at this meeting.
11. **NOTICEBOARD.**  Due to deterioration of the village notice boards (reference July meeting min ref 30/2021), it was suggested that contact be made with Louth’s Men’s Shed regarding replacement boards for the village. **–** Clerk to action. Following discussion it was agreed a key attribute for the boards would be to display a map in addition to relevant information. Images of map options to be gathered for consideration. DH suggested that the condition of the existing board is such that it could potentially be refurbished. Two sites for the boards to be erected are in the centre of the village and outside the school. It was suggested if one board is to be situated outside the school, then inviting the school to participate in the design may make a great project for the children to be involved with. CS to approach school to discuss

1. **STANDING ORDERS / FINANCIAL REGULATIONS.** Not discussed.
2. **PARISH ISSUES - Items raised by Parishioners on the following:**
	1. **Street Lighting** – Lamp post number 53 is leaning away from the road toward adjacent house. Clerk to action.
	2. **Highway matters** – SP advised the new Highways contact is Kyra Nettles. No further update is available on the previously identified poor quality resurfacing.

The pavement opposite Lynx Outdoor Products has deteriorated with vegetation breaking through the surface. This is now causing a trip hazard. This pavement deterioration continues toward the Reston Road. Clerk to be asked to report on FixMyStreet. CS agreed to obtain support photographs.

* 1. **Parishioners’ issues** – A parishioner had made a complaint regarding a bonfire which lasted several days causing unwanted air pollution. Although the Clerk had sent an email to ELDC on this matter at the time of the complaint, an acknowledgement has yet to be made to the parishioner concerned. An email to the parishioner is required stating the action taken, with an apology for the delay in response from LPC. CS to draft/PM to approve.
1. **FINANCIAL MATTERS –** no items were discussed at this time.
2. **CORRESPONDENCE –** no further items were discussed at this time

1. **COUNCILLORS REPORTS –** The following items were raised and discussed by members:
	1. Froghall Footpath - nothing further will be done until resource is available.
	2. Funding is available to local councils for registration of assets considered to be of heritage interest / value. Sites such as the ‘village green’ and the village pump could be put forward for Legbourne. The following action was agreed:
* A list of possible ‘sites’ be drawn up by Councillors. MC to action
* A paragraph on this to be included in the next newsletter inviting the village to make their suggestions
* It could form part of the agenda for the Annual Parish Meeting.
	1. A thank you to be made at the annual meeting and in the newsletter to those parishioners who make the effort to maintain areas of the village; keeping verges tidy and providing floral displays. In addition, where individual parishioner can be identified, a personal thank letter to be sent.
1. **AGENDA ITEMS FOR NEXT MEETING:**  Items as identified above including heritage site and noticeboards.
2. **NEXT MEETING** –Monday October 11th 2021, Legbourne and Little Cawthorpe Community Centre.

The meeting ended at 20:55

Signed by ……………………………………………………………… Chairman Date ………………..

Signed by……………………………………………………………….Clerk Date………………...