

### Minutes of the Brookenby Parish Council Meeting held at 7.00 pm at the Community Centre, Kent Road, Brookenby on 4th July 2023

Present: Cllr R. Purdy, Cllr B. Preece, Cllr S. Coulam, Cllr N. Tracey, Cllr S. Sumnall

Apologies: Cllr L. Fraser,

In Attendance: Chris Bowles (Clerk), Cllr T. Smith (LCC & WLDC),

Members of public present: 13

1. **Public Session – 15 Minutes - Ref 2708**

A member of the public advised that they wished to display a large tyre advertising The Brookenby Summer Fair on 5<sup>th</sup> August. The Council had no objection to this and support the event.

Another member of the public offered, on behalf of 'His Church', to continue cutting the grass on the playing field following previous Council permission in preparation for the 'Binbrook Bomb' Rugby Tournament. This would be an agenda item for the August Meeting.

The issue of tree management was raised but as this was an agenda item it would be dealt with then,

A member of the public raised the alleged siting and occupation of a caravan on land to the West of the private road itself to the west of St Michael and All Angels Church. The Clerk replied to the individual raising the matter that his email on the subject had previously been answered. The land did not belong to the Parish Council and planning enforcement was the responsibility of West Lindsey District Council

2. **To receive apologies for absence Ref 2709**

Cllr Fraser sent his apologies

3. **To receive declarations of interest under the Localism Act 2011- being any pecuniary or non-pecuniary interest in agenda items not previously on members' Register of Interests Ref 2710**

Cllr Coulam again declared an interest, as previously disclosed on her Register of Interests, in the Alarm repairs and improvement part of the Clerks report

4. **To receive any reports from external organisations to include Ward Councillor and Police Ref 2711**

Cllr Tom Smith (LCC and WLDC Councillor) disclosed that he had met with residents of York Road about building work in progress there. WLDC Officers were now aware of the situation and Sir Edward Leigh had been informed because of some of the wider issues involved. Cllr Smith said that, if the details were passed to him, he would have the previously raised complaint about the siting and occupation of the caravan investigated by WLDC.

**To approve the minutes of the Council Meeting held on 6<sup>th</sup> June 2023 Ref 2712**

Proposed Cllr Turnbull, Seconded Cllr Tracey. All in favour

5. **Finance Report - Ref 2713**

Resolved to approve payment Schedule of Payments amounting to £3907.31

Other invoices and expenses – Nil. Proposed Cllr Turnbull, Seconded Cllr Coulam. All in favour

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**6. To discuss Brookenby Allotments and resolve on any action to be taken - Ref 2714**

Rather than taking the time of a full public meeting it was agreed that Cllr Coulam and the Clerk would meet with the Allotments Association Committee.

**7. To discuss Children's playground issues and resolve on any action to be taken - Ref 2715**

Cllr Preece gave an update on a proposed new children's play area behind the Community Centre to replace the one on the playing field adjacent to Lorraine Avenue. The Lorraine Avenue one was due for replacement shortly. Cllr Preece identified that the previously plan put to public consultation would cost between £74,000 and £109,000 and could not be funded. An acceptable replacement could be sources for between £8,000 and £12,000.

The Clerk stated that he had taken down the existing swings on the children's play park because vandalism had rendered them dangerous. It was resolved that a small working party of Cllrs Preece and Sumnall together with voluntary group representatives would be convened with the aim of reporting by the end of September. . Proposed Cllr Preece, Seconded Cllr Sumnall. All in favour

**8. To discuss Benches and resolve on any action to be taken Ref 2716**

The Clerk reported that the benches had not been ordered because of the current inability to make electronic payment through the Bank account. Cllr Coulam volunteered to make the payment and be reimbursed when the Council had the ability to make electronic payments

**9. To discuss Trees and resolve on any action to be taken Ref 2717**

The Clerk reported that the individual previously recommended to fell the tree could not be contacted and information at the meeting disclosed that they were unavailable for health reasons. Another individual who may fell the tree was suggested, failing which the Clerk was to arrange for the work to be done in accordance with the Financial Regulations.

**10. To discuss Community Centre booking issues and resolve on any action to be taken Ref 2718**

The Clerk had submitted a report to council to regularise fees and conditions of hire of the Community Centre

It was resolved to

- a) Approve the fees for hires suggested but with a reduction in hourly hire rate from £12 to £9  
Proposed Cllr Tracey, Seconded Cllr Coulam. All in favour
- b) Approve that existing Period Hires, with the exception of the Bar, are discontinued and are replaced with 90 day Period Hires Proposed Cllr Sumnall, Seconded Cllr Tracey. All in favour
- c) Approve, on a case by case basis, any relief from the fee scales adopted. Proposed Cllr Tracey, Seconded Cllr Sumnall. All in favour
- d) Review the fee scales annually. Proposed Cllr Purdy, Seconded Cllr Coulam. All in favour

**11. To receive a report on the status of the wayleave request and resolve on any action to be taken - Ref 2719**

The Clerk reported that he had had an email from Northern PowerGrid asking that the wayleave be signed. The Clerk had replied to Northern PowerGrid that he was unable to do so because the Council had taken legal advice and were likely to require improved terms.

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Northern PowerGrid responded that improved terms were not available and they would tell their client that the wayleave was unavailable. This being the case, the Council did not resolve on any further action.

### 12. To adopt the Information Commissioner's Model Publication Scheme for the Council.- Ref 2720

As this was a legal requirement under the Freedom of Information Act, it was resolved to adopt the document

Proposed: Cllr Coulam. Seconded Cllr Preece, All in favour

### 13. To discuss the Training and Development Policy and resolve on any action to be taken Ref 2721

The Clerk reported that four Councillors had attended "New Councillor Training" in the previous year and he was currently undergoing training for the Certificate in Local Council Administration. Re-adoption of this policy was deferred pending consideration of the formation of a Personnel Committee by the Council.

### 14. To discuss the Scheme of Delegation Policy and resolve on any action to be taken. Ref - 2722

It was resolved to adopt the policy with the following amendments:

"d) Sign notices, agreements, licences or other documents on behalf of the Council;" in the "Proper Officer Duties & Powers" section to read "as authorised by the council"

Page 3 text "notwithstanding delegated powers granted by paragraph 2.2.4" to be deleted.

Proposed: Cllr Purdy. Seconded: Cllr Sumnall, All in favour

### 15. Clerk's Report

Cllr Coulam left the room at 1949hrs because of an interest in the Fire Arrangements and alarm repair and improvement.

- Community Centre
  - a) **Fire Arrangements - Ref 2723** The Clerk reported that the fire alarm inspection had been completed and 4 detectors previously notified as defective had been scheduled for replacement. This was a legal, and insurance, requirement which the Clerk had already authorised under delegated powers.
  - b) **Intruder Alarm repairs and improvement - Ref 2724** It was resolved to accept the quotation for upgrading to a Texecon system which would remedy existing problems and allow independent operation of different areas of the Community Centre

Proposed Cllr Tracey. Seconded Cllr Sumnall, All present in favour

Cllr Coulam returned at 1959hrs

#### Correspondence Received

- The Clerk reported that the Council had received a letter of thanks from the RAF Rugby Union for their help with the "Binbrook Bomb" Rugby Tournament
- The Lincolnshire Wolds Countryside Service have arranged to hold an exhibition of locally found Roman Artefacts in the Community Centre on 16<sup>th</sup> September 2023.
- Litter picking kits had been requested from Lincolnshire County Council for community use.
- An interest had been expressed to WLDC in acquiring lockers surplus to their requirements for use in the Community Centre

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## **Parish Council**

Meeting closed at 2006hrs

Date of the Next Meeting will be 01/08/23