

### **Minutes of the Brookenby Parish Council Meeting held at 7.00 pm**

#### **at the Community Centre, Kent Road, Brookenby on 5<sup>th</sup> September 2023**

Present: Cllr R. Purdy, Cllr S. Turnbull, Cllr B. Preece, Cllr S. Coulam, Cllr L. Fraser,

Cllr S. Sumnall,

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

Members of public present: 10

**1. Public Session – 15 Minutes Ref 2745**

There were no public questions

**2. To receive apologies for absence Ref 2746**

No apologies were received in time to be tendered to the meeting.

**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 2747**

None

**4. To receive any reports from external organisations to include Ward Councillor Ref 2748**

Cllr Smith confirmed that the required street signs had been installed and a previously reported enforcement issue was being dealt with.

**5. To approve the minutes of the Council Meeting held on 1<sup>st</sup> August 2023 Ref 2749**

It was resolved to approve these as a true record.

Open Meeting- Proposed Cllr Preece, Seconded Cllr Turnbull Sumnall. All in favour.

Closed Meeting- Proposed Cllr Fraser, Seconded Cllr Sumnall. All in favour.

**6. Finance Report**

**To approve payment of Schedule of Payments Ref 2750**

Resolved to approve Schedule, Proposed: Cllr Turnbull, Seconded Cllr Preece. All in favour.

There were no other invoices and expenses

**7. To discuss Brookenby Allotments and resolve on any action to be taken Ref 2751**

The Clerk reported that the area for the water harvesting had been cleared and wooden pallets obtained for mounting the IBC containers. The IBC's had been purchased and were going to be collected from the supplier by the Allotments Association.

**8. To discuss Children's playground issues and resolve on any action to be taken Ref 2752**

Cllr Preece updated the meeting on issues regarding the new play park. Suppliers and grant funders were being further explored

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## **Parish Council**

**9. To discuss Goal Posts and resolve on any action to be taken Ref 2753**

Cllr Preece reported that the goalposts had arrived. The ground keeper from De Aston School had kindly offered to help by advising on the marking out of the associated football pitch.

**10. To discuss the Parish Bank Account and resolve on any action to be taken Ref 2754**

The Clerk informed council that there had been no progress with the existing Bank Account. He had therefore taken steps to set up an account with Unity Trust Bank and was at the stage of verifying signatories identities with the bank

**11. To discuss Benches and resolve on any action to be taken Ref 2755**

The Clerk informed council that the Benches had been delivered and passed on to the Allotments Association who had kindly agreed to install them. Mr Church from the Allotments Association confirmed that one had already been installed and it was hoped to install the other later in the week.

**12. To discuss the frequency of Parish Council Meetings Ref 2756**

It was resolved that Parish Council meetings would continue to be held monthly  
Proposed: Cllr Purdy Seconded Cllr Fraser. All in Favour

**13. To discuss Wolds Community Activity Group proposals for outside activity equipment Ref 2757**

Cllr Sumnall updated the meeting about the proposal for four items of adult exercise equipment, contractual arrangements and location and ground preparation. There are insurance issues, if the equipment is on council land an accident on it may lead to a claim against the council so the council insurance would need to include that liability. Here is also a financial risk, if WCAG were to 'fold' the maintenance costs of approx. £500/year would fall to the Parish Council.

**14. To review the Communications Policy and resolve on any action to be taken Ref 2758**

A short discussion was held about the relevance of some sections regarding Council IT equipment. The Clerk explained that it was intended that this policy would subsume the Social Media Policy and although these sections may not yet be relevant they would become so if the Council acquired IT equipment. Cllr Fraser reminded the Council that the provision of a Laptop had been included in the Clerk's contract of employment. Accordingly it was resolved to obtain costs for a Parish Council Laptop  
Proposed: Cllr Fraser, Seconded Cllr Sumnall. All in Favour

**15. To review the revised Member and Officer Protocol and resolve on any action to be taken Ref 2759**

Resolved to adopt the Policy  
Proposed: Cllr Coulam. Seconded: Cllr Fraser. All in Favour

**16. Clerk's Report Ref 2760**

- Community Centre – Electrical condition Installation Report inspection completed but written results awaited.
- Correspondence Received
  - Correspondence had been received from Anglian water who had been seeking a far reaching warrant under the Water Act. This was successfully challenged but it brought to light that the service address for some Council documents was significantly out of date. Measures were in hand to deal with this

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## **Parish Council**

- The ROSPA Inspection report had been received on the Playpark. The only high risk finding concerned the need for removal of the vandalised and subsequently dismantled swings . This has now been done.
- ROSPA had confirmed that the play equipment was now on their safety audit rolling programme and would be inspected in August.
- Correspondence had been received from Cllr Tom Smith (WLDC/LCC) that; regarding the issue raised with him about caravans, WLDC were dealing directly with the individual raising the matter. Street name plates should be resolved this month.
- A public rights of way consultation was underway. Anyone with Rights of Way issues could refer them to the Clerk who would forward them to Cllr Smith.

**17. To discuss correspondence regarding a proposed wayleave and resolve on any action to be taken. Ref 2761**

Correspondence had been previously circulated to Councillors

Proposed : Cllr Fraser proposed that we did not proceed with the wayleave agreement ,  
Seconded Cllr Sumnall. All in Favour

The Clerk was asked to reply to the correspondence to notify the sender of Council's decision but to also express the Council's disappointment as to how the matter had been approached.

Meeting concluded 1940 hrs

Date of the Next Meeting will be 03/10/23