

TATHWELL AND HAUGHAM PARISH COUNCIL

Minutes of the meeting held Tuesday 3rd September 2019 at St Vedast Church, Tathwell, 7:45 pm

Public Forum

There was one member of the public present to observe the meeting and had no issue for the parish council to discuss.

- a) **ELDC Ward Member report** – none submitted and Cllr A Grist did not attend.
- b) **LCC Ward Member report** - none submitted and Cllr H Marfleet did not attend.
- c) **Louth Rural Neighbourhood Policing Team** – No team member was available to attend.

19/9-1 Record of Members Present and Apologies

Present: Cllr E Hairsine (Chairman); Cllr L Fear (Vice-Chairman) and Cllr J Stainton

Absent: Cllr C Shaw

Also in attendance: Mrs N Must (Parish Clerk/RFO)

19/9-2 To receive any Declarations of Interest on any item on the agenda – none declared

19/9-3 Minutes from 14th May 2019 – It was resolved that the minutes were accurate and duly signed by the Chairman.

19/9-4 Council Matters

a) Chairman's Remarks.

- i. **Arts Festival.** This year's event was another success since new management and coordinators have been involved. Accounts are still being finalised but income is estimated at around £2,500 for church funds.
- ii. **Bank mandate.** This has been resolved and all four councillors are now bank signatories.
- iii. **Mr Russell Howard retirement.** The Chairman has sent a thank you card.
- iv. **Flooding issues and complaint.** The torrential rain in May caused some flooding on Thackers Lane. A resident complained but the amount of rainfall was unprecedented. The flooding cleared after a few days.

b) Actions from Previous Meeting

- i. **Annual Parish Meeting.** The Council reviewed the notes and there were no actions required.
 - ii. **Clerk's report.** All actions from previous meetings have been completed.
- c) **Councillor email addresses.** The Council resolved to accept the recommendation that each councillor set up a separate email address purely for parish council business. This is in line with the Freedom of Information and GDPR regulations. **All Councillors to action.**
- d) **Councillor vacancies.** The Council resolved to publicise the councillor vacancies. The Clerk will draft an advert and send to Councillors for approval and put on noticeboards and future newsletter.
- a) **Defibrillator.** The Chairman reported that the Haugham defibrillator has not been installed due to lack of funds. There is only £310 held in reserve and it is estimated that the electrical service will cost in the region of £300 plus the defibrillator at £600 which needs to be sourced before the end of the year as agreed with BHF. The Chairman therefore proposed that the parish council subsidise the remaining balance to complete the installation. With the proposal seconded and voted upon, the Council unanimously agreed to pay for the remaining costs. Any further donations received will be used to offset the parish council subsidy.
- e) **Communications.** The Clerk outlined the various correspondence received which had been circulated to all Councillors. The Council noted and there were no actions required.

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19/9-5 Finance and Budgets

b) Payments approved

- i. Parish Clerk £36.19 for expenses incurred
 - ii. The ELDC invoice for election costs was not approved. It was resolved to write to the ELDC Ward Member and appeal for reconsideration. Tathwell and Haugham has always been considered as one parish council and not two separate councils. Moreover, there is only one allocated seat for Haugham which precludes it to be a council.
 - iii. To note invoices paid since last meeting under delegated powers in accordance with the Council's Financial Regulations.
 - 1) Forrester Boyd payroll administration 2018/19 - £144.00
 - 2) Stuart Parker – defibrillator electricity work - £150
 - 3) Norris and Fisher parish council insurance 2019/20 - £258.22
 - 4) LALC Membership 2019/20 - £72.12
 - 5) RB Howard – bench repair - £30
 - 6) HMRC PAYE tax deduction - £60
 - iv. Income and expenditure review – The Council noted the financial report.
- c) **Haugham Defibrillator.** Further to minute reference 19/9-4e above, the Council resolved to approve financing the remaining balance. The Chairman to take action.

19/9-6 Planning Matters

- a) Planning permissions granted at: (i) Corner House, (ii) Orgarth Farm and (iii) Rookery Farm were noted.
- b) Planning applications observations:
 - i. **N/174/01392/19** Butlers House, Tathwell Hall, New Lane – The Council welcomed the restoration of the building which will enhance the immediate surroundings. However there was a cautionary note about the size of the extension compared to the original cottage.
 - ii. **N/100/00341/19** Kenwick Park – It was resolved to give Councillors more time to consider this planning application. The Clerk will liaise all comments for submission before the deadline date.
- c) **ELDC Planning Consultation letter** – It was resolved to confirm with ELDC that the parish council still wishes to be notified of planning applications and that hard copies in the post should continue due to poor internet connections in the parish.

19/9-7 Date of Next Meeting – Tuesday, 29th October 2019. The Council agreed to move the scheduled meeting from 5th November 2019 to 29th October due to councillor availability.

The meeting closed at 20:56 pm.