

# Notes of the Meeting of Harmston Parish Council

at The Memorial Hall, Harmston  
on Tuesday 19<sup>th</sup> July 2022 at 7.30 pm

Present	Title	Role
Cllr Mark Jones	Parish Councillor	Chairman
Cllr Paul Wallace	Parish Councillor	Vice Chairman
Cllr Brian Hamilton	Parish Councillor	
Cllr Kevin Goodwin	Parish Councillor	
Mrs. Helen Jones	Clerk & RFO	Clerk
D Cllr Ian Carrington	Councillor	County Councillor
Cllr Marianne Overton	Councillor	District Councillor
1 member of public		

## 1/7 APOLOGIES AND REASONS FOR ABSENCE

Apologies were received from Cllr Ian Norman and Cllr Lucille Hague

## 2/7 DECLARATIONS OF INTEREST ON ANY ITEM ON THE AGENDA

None to declare.

## 3/7 OPEN FORUM

A resident shared plans for a proposed small development on Vicarage Lane (near A607).

## 4/7 TO CONSIDER APPLICANTS TO JOIN THE PARISH COUNCIL

No applicants at this time. The Clerk continues to advertise the post on the PC website, and in both village noticeboards. The vacancies have also been in other local publications.

## 5/7 TO APPROVE THE NOTES OF THE LAST MEETING

Cllr Wallace proposed and Cllr Hamilton seconded, and it was *RESOLVED that the Minutes of the meeting of the Parish Council held on 17<sup>th</sup> May 2022 were approved.*

## 6/3 REPORTS OF REPRESENTATIVES

### a) Local Police (PC 1293 Matt Roberts)

Newsletter shared via email. To report any illegal or antisocial incidents please **phone 101**. This process is essential in gathering evidence. For more information on the Cliff Villages Policing Team, follow this link <https://www.lincs.police.uk/about-us/your-area/teams/cliff-villages-policing-team/>

### b) County Councillor

Report shared. County Councillor Carrington shared feedback from his walk around Harmston with County Highways, and confirmed a thorough review has been requested, and that in order to do this up-to-date evidence will need to be gathered. He has been working with a resident, and will share more once he has spoken with him. A range of methods to help reduce the speed, weight and volume of traffic will be discussed. The Highways will talk to, and listen to the PC as part of this process. All paintwork will be repainted, with two additional new signs of 'slow' near Honeysuckle Cottage. If this first phase is not enough, then a second phase will be implemented.

### c) District Councillor

Report shared with PC. District Councillor Overton suggested contacting Marc Jones, the Lincolnshire Police and Crime Commissioner, to see if PCSO's or an equivalent might be available to help with the ongoing issues of antisocial behaviour at the viewing point. The NKDC has been shortlisted as best council in the UK. District Councillor Hagues was unable to attend, and her report was shared ahead of the meeting.

## 7/7 CODE OF CONDUCT

The new nationwide code of conduct was shared with the PC ahead of the meeting. The document was discussed and it was RESOLVED that the PC will adopt the new code of conduct. The PC need to complete the form sent by the Clerk. *ACTION: Clerk to share new code on website, and inform NKDC that the PC are adopting the new code of conduct TD 30.8.22; ACTION: PC members to complete forms and return to Clerk, TD 15.8.22*

## 8/7 CLERKS REPORT

1. Tax refund for 2021-2022 submitted
2. Tax refund for 2022-2023 updated
3. Noticeboards updated
4. Website updated
5. Meeting with NKDC re dog waste bins – new locations agreed. Bins now installed/relocated. List for collections updated. Shared with residents via website and FB
6. Elan City rung re SpID order; order re-confirmed 24.6.22. Chased 6.7.22 MJ negotiated new deal and earlier delivery
7. Shared SpID chased again (emailed, phoned, message left). Located, PW collecting. New schedule being created
8. Soft close fastening and installation chased for play area gate. Installed and then removed – not fit for purpose – assume as gate is wooden
9. Grass cutter contacted re strimming under and as near to equipment as possible – this has been addressed
10. Grass cutter approached re spraying of weeds (He is able to do this, but was surprised NKDC weren't providing this service). Awaiting quote for specific areas
11. NKDC contacted re spraying of weeds – apparently it varies from village to village. Directed to Highways
12. Payroll completed, and shared with Chair of SC. Holidays requested.
13. Resident emails
14. LCC contacted re installation of post – directed to Graeme Butler
15. AGAR documents submitted and published
16. New councillor documents submitted
17. Village QPJ event preparations
18. Register for QPJ compiled and gift researched
19. Email to Councillor Carrington, Councillor Hagues and Councillor Overton re full review of Church Lane
20. Meeting with Graeme Butler re post and road safety measures – see separate report
21. Conversation with Highways: request for number/appropriate signage at bus stop logged
22. Conversation with Highways: request for sandbags to be removed from corner on Church Lane registered
23. Conversation with Highways: request made to see if county are/can be responsible for removal of weeds through village
24. Conversation with Highways: road flooding request checked – request still in place, no job date as yet, but job remains open, and cause has been identified
25. Phone call from Martin at NKDC. The sandbags on Church Lane need to remain. When there is heavy rain, the water gushes down the hill and floods the garden of a property on Station Road. The owner had made a complaint, and the sandbags were added to help whilst more permanent measures were put in place. Later this year the road is being reconstructed, but Martin is also requesting that the curbs and drains be addressed where the sandbags currently are.
26. Highways emailed to request road markings are repainted on Church Lane

Cllrs had no issues or comments to make. *ACTION: Clerk to reduce report even further, but retain it to show the results of 'actions' from previous meeting. TD 1.9.22*

## 9/7 FINANCIAL MATTERS

- a) **To consider the Financial Overview** for 2021-2022 to date (emailed)  
Financial Overview reviewed – no issues
- b) **To consider the Financial Report for July 2022**  
Financial Report was reviewed with no issues noted.

The Clerk also shared the VAT Refund report to date for 2022-2023.

<b>Treasurers Account Balance</b>	
<b>July meeting 2022:</b>	<b>£24,192.67</b>
<b>Estimated Year End:</b>	<b>£8,617.67</b>

REF NO.	DATE	ITEM DESCRIPTION	EXPENSE ACCOUNT	INVOICE NO.	TOTAL ITEM	CHQ NO.	REF NOTES	CHEQUE CLEARED
9	9.6.22	CBGM	Play Area	1039	36.00	1059	April grass cutting x 2	11.7.22
10	9.6.22	Randall Builders	Village Maintenance	9410	696.00	1060	Pump House repairs	7.7.22
11	9.6.22	H Jones	Clerk Salary		361.59	1061	June wages 4 wks	28.6.22
12	9.6.22	EON	EON Maintenance	112599	203.40	1062		12.7.22
13	9.6.22	C B Ground Maintenance	Play Area	1048	36.00	1063		11.7.22
14	23.6.22	Litter Picking	Village Maintenance		50.00	1064	May litter picking	5.7.22
15	23.6.22	Play Inspection	Play Area	54012	66.00	1065		
16	1.7.22	H Jones	Clerk salary		318.73	1066	June wages	13.7.22
17	1.7.22	H Jones	Clerk office		45.00	1067		13.7.22
18	13.7.22	E-ON	EON Supply	IN04043588	630.08	1068		
19	13.7.22	Harmston Church	Donations		450.00	1069		
20	13.7.22	TJ Bookkeeping	Payroll	2040	15.00	1070	April-June	
					<i>Total expenditure</i>			

<b>PENDING PAYMENTS</b>			
	ITEM DESCRIPTION	TOTAL PAYMENT	DETAILS
13.7.22	N Power	630.08	Supply Apr-Jun
13.7.22	Harmston Parish Church	450.00	Annual donation
15.7.22	TJ Bookkeeping	15.00	Apr-Jun fee

<b>INCOME RECEIVED</b>			
ITEM DESCRIPTION	DATE	TOTAL AMOUNT	CHEQUE CLEARED

c) **Monies to be paid**

Cheques were signed for pending payments.

**10/7 PLANNING APPLICATIONS**

- TREE WORKS** 22/1007/TPO Lime House
- PLANNING** 22/0902/HOUS 9 Vicarage Lane

E-mail: [clerk@harmston.info](mailto:clerk@harmston.info) Website: <http://harmston.parish.lincolnshire.gov.uk>

The PC had no comments to add to either application.

### 11/3 PLAY AREA

- a) **Grass cutting**  
Following the Clerk speaking to the contractor, the quality of cutting is much better.
- b) **Soft close fitting**  
The Clerk chased the contractor for the soft close fitting. However, the one installed is not suitable for a wooden gate and was too heavy, and therefore had to be removed. *ACTION: Clerk to ask Paddock Care to find an appropriate alternative, TD 30.8.22*
- c) **Sign**  
In the absence of permanent signage, the Clerk has made a temporary sign. It was agreed that a noticeboard needs purchasing for at the play area. *ACTION: Clerk to ask Mr Sowerby if a board can be installed, and enquire if they would be willing to contribute to it, TD 30.8.22. ACTION: Clerk to update Asset Register, TD 10.9.22*

### 12/7 LITTER PICKING

- a) **Update from Clerk**  
It was reported that the new Litter Picker is doing a wonderful job. The PC thanks her. *ACTION: Clerk to share message with Litter Picker, TD 18.8.22* The bin at the bottom of Blacksmiths Lane keeps overflowing. *ACTION: Clerk to ask NKDC to empty bin, TD 18.8.22*

### 13/7 DOG BINS

- a) **Update on purchase and installation**  
All bins have now been purchased and installed
- b) **Location of 5<sup>th</sup> bin**  
Following a meeting with NKDC, the Clerk and Cllr Norman, the final bin has now been installed, giving a balanced coverage throughout the village.

### 14/7 SpID UPDATE

- a) **Order update**  
The SpID has been ordered, and is finally in transit. The Clerk has received terrible service from the company involved.
- b) **To discuss and agree points from meeting with Graeme Butler**  
Following a very productive meeting between the Clerk and Graeme Butler, a position on Vicarage Lane was proposed. It was RESOLVED that the Clerk instruct that the post be purchased and installed at a cost of £250.00. *ACTION: Clerk to confirm purchase and installation of post on Vicarage Lane TD: 28.7.22*  
Graeme also suggested Voluntary Enforcement as great traffic deterrent. Cllrs Goodwin and Cllr Hamilton showed an interest in this. *ACTION: Clerk to ask Graeme for further details, and add to website that the PC are looking for volunteers to participate TD: 1.9.22*

### 15/7 CHURCH LANE TRAFFIC

- a) **Discuss additional supporting measures such as road markings and signs**  
Refer to Point 6b for details

### 16/7 QUEENS PLATINUM JUBILEE

- a) **New date 24.7.22**  
The Clerk and Chair are unable to attend the new date. The Clerk requested that other members of the PC attended to represent the HPC and support the event *ACTION: Members of PC attend QPJ event, TD 24.7.22*
- b) **Commemorative Gift**  
Ahead of the meeting, the Clerk shared suggestions. It was agreed that a boxed commemorative coin be purchased for each child registered. *ACTION: Clerk to purchase 40 coins in presentation boxes, TD: 27.7.22*

### 17/7 COMMUNICATIONS

- a) **Discuss methods of communicating with residents**  
It was discussed and agreed that the meeting notes be completed as a priority following each meeting. Clerk to complete notes before carrying out any other tasks.

E-mail: [clerk@harmston.info](mailto:clerk@harmston.info) Website: <http://harmston.parish.lincolnshire.gov.uk>

The Clerk currently uses the noticeboards, website and Facebook page for communicating, and has used HMH newsletter and Graffoe Link when appropriate. It was discussed sharing not just the positives – for example why the SpID has been delayed.

Clerk asked to find out how many people are using the website. *ACTION: Clerk to complete meeting notes as a priority, TD: 28.7.22. ACTION: Clerk to find views of website data, TD: 1.9.22*

#### **18/7 MATTERS TO BE RAISED AT THE NEXT MEETING**

Streetlights

Meeting schedule

Footpath

Noticeboard

#### **19/7 DATE FOR NEXT MEETING**

The next meeting of Harmston Parish Council **will be held on Tuesday 20<sup>th</sup> September 2022** at the Memorial Hall, Harmston

There being no further business the Chair closed the meeting at 9.45pm

Chair:

Date:

*Please be advised that these are notes of the meeting taken by the Clerk and cannot in any way be regarded as the official minutes of council proceedings until they are approved and signed at a future Parish Council meeting.*