

WYBERTON PARISH COUNCIL

Mrs Val Austin, Clerk, Wyberton Community Centre, 295 London Road, Wyberton, PE21 7DE

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Minutes taken by Val Austin Clerk, at the meeting of Wyberton Parish Council, which was held on Tuesday 10th May 2022 at 6:30pm in Wyberton Community Centre

(These minutes will be checked at the next meeting before the council amends/approves them as a correct record)

Present: Councillor Mike Sharp (Chairman), Councillor Richard Austin, Councillor Steve Slater, Councillor Hev Ainsworth, Councillor Paul Lote (arrived 18.45pm), Councillor John Smith, Councillor Jason Stevenson (Co-opted) County Councillor Alison Austin, (arrived at 18.54pm & left at 20.23pm) & The Clerk Val Austin.

Annual Meeting of the Council start time: 18.31pm

AGENDA

1. To elect a Chairman for the ensuring year 2022/2023

On proposal from Councillor Richard Austin, seconded by Councillor Steve Slater and with no objections, all resolved for Councillor Mike Sharp to continue as Chairman for the forthcoming year

2. Signing of the Declaration of Acceptance of Office by the Chairman to be witnessed by the Proper Officer – Councillor Mike Sharp accepted the Chairmanship, and it was duly signed & witnessed.

3. To elect a Vice-Chairman for the ensuring year 2022/2023

On proposal from Councillor Richard Austin, seconded by Councillor Steve Slater and with no objections all resolved that Councillor Hev Ainsworth be appointed as Vice Chairman for the forthcoming year.

4. Signing of the Declaration of Acceptance of Office by the Vice- Chairman to be witnessed by the Proper Officer – Councillor Hev Ainsworth accepted the Vice -Chairmanship and it was duly signed & witnessed.

5. Co-Opting

i. To consider the applications for the casual vacancies on the council & co-opt a new councillor.

The chairman proposed & was seconded by Cllr Richard Austin, & all agreed for the appointment via Co-opting of Mr Jason Stevenson.

ii. To receive the signed acceptance of office from the newly co-opt councillor.

Cllr Jason Stevenson signed the necessary paperwork, it was duly signed & witnessed in the presence of the Proper Officer of the Council (The clerk)

6. To appoint representatives for committees, for the ensuring year 2022/2023

Community Centre Committee – The following councillors agreed to the committee.

Councillors, John Smith, Hev Ainsworth, Steve Slater & Paul Lote.

Finance committee: - The following councillors agreed to the committee.

Councillors, Mike Sharp, Richard Austin & Jason Stevenson.

7. Public Forum: To resolve to suspend the meeting for a **maximum of 10 minutes** to allow members of the public to ask questions or make short statements to the council

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No members of the public in attendance.

The Annual Meeting of the Council was closed at 18.39pm

The Monthly Parish meeting opened at 18.40pm

- 8. Chairman to open the meeting** – Welcome to everyone.
- 9. Apologies for absence:** To receive and accept apologies where valid reasons for absence have been given to the Clerk prior to the meeting – No apologies received.
- 10. Declarations of interest** (if any): To receive declarations of interest under the Localism Act 2011 – being any pecuniary interest in agenda items not previously recorded on Members' Register of Interests – Councillor Richard Austin, explained to the new councillors what this means.
- 11. Minutes of the Parish Council meeting held on Tuesday 12th April 2022-** To resolve as a correct record and to authorise the Chairman to sign the official minutes. On proposal from Cllr Richard Austin & seconded by Cllr Steve Slater & with no objections, all resolved to accept them as a correct record of the meeting & gave permission for the chairman to sign them.
- 12. Lincolnshire County and Boston Borough Councillors**
 - i. Cllr Mrs Alison Austin:
 - The crossing on London Road, Not yet finalised to where the crossing will be placed, the crossing to be placed by an already drop-down kerb. Cllr A Austin to find out & report back.
 - Long standing lobbying for several years for West End Road regarding the gap in the footway, there will be a site visit on the 13th May 22. West End Road is not classed as a B road, to report back.
 - Kirton – The drain works have commenced; the works have started in the back garden of a resident's home. Cllr A Austin will visit later in the month, for further progress.
 - Cllr S Slater mentioned to Cllr A Austin, the maintenance / overgrowth by Downtown, along to Tesco by the drain, boundary Tesco carpark. Fix my street state does not require maintenance. A picture of the problem to be sent to Cllr A Austin.
 - Cllr S Slater mentioned to Cllr A Austin, the walking along the A16 by the football stadium, which is very dangerous to the pedestrians. This is a planning matter, to email Cheshnut homes asking for them to apply for planning. The clerk to email Cheshnut homes, with advice from Cllr R Austin.

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- Cllr S Slater mentioned to Cllr A Austin, the signs have blown over by Tesco roundabout, Cllr R Austin will contact BCC.
- The sign by Saundergate Lane is over, Cllr R Austin to deal.

ii. Cllr Mr Richard Austin:

- Funding from Government for Arts Council for the roundabout
- Levelling up, priority area's – Jeff Maulder Leisure centre
- Pride of place – Supporting business.

13: Reports from Members of the Council including the Clerk

- a) Grant Scheme for Wyberton Booklet: Update required: Cllr M Sharp, dealing with the Summer project. – Now that there are more councillors, all will be helping in putting the booklet together.
- b) Entrance & Sign, including a noticeboard, Update:
- New sign has been noticed / seen by residents.
 - Noticeboard: Cllr R Austin to contact Nigel Hall for details of the noticeboard at Central Park.
 - The clerk has contacted several companies for details of noticeboards
 - Where to place a new noticeboard? Can it be screwed to the wall by the Coop?
 - Cllr M Sharp to place the other Community Centre sign on the main wall before the jubilee celebrations.
- c) Compost Bin for Garden – Update, the brown bin will not be required for garden waste, this can be added to the back of the hedge on the compost heap. – To be removed from further agendas.
- d) **Repairs for / to Hall – Update**
- i. Facias – Update: Waiting for quotes to come in, update in June 2022
 - ii. Blinds – Update: Blinds are being installed on Friday 13th May 2022 – To be removed from further agendas
 - iii. Flushing problems in toilets – Update: The clerk contacted R Burton for a quote & went ahead with the installation of new pressure valves & pipes to correct the problem. To be removed from further agendas.
 - iv. The clerk has received a quote to get an alarm installed in the office, as there is not one on that side of the building. Quote also for the PSG suite, as it would seem there is a separate alarm installed in that building. Linking all the alarms to the main alarm. This item was agreed to go to the subcommittee.

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- v. Memorial bench – To discuss: To enhance the garden at the back of the community centre, to install a memorial bench (for the Queens Jubilee), made out of recycled plastic to avoid maintenance, with a lifespan of 25 years, adding a plaque on the bench marking the occasion. – Cllr R Austin proposed & all councillors agreed to having two benches in the garden. This item was agreed to go to the subcommittee.
Cllr S Slater, mentioned having a flagpole & flag for the jubilee & community centre, the clerk to look into.
- e) Community Coffee Mornings – Update: Friday 29th April, was a very poor turnout with only 4 people attending. It was mentioned that not everyone has social media, therefore they would not know about this weekly event or any other event. The clerk has created a draft Wyberton Newsletter, showing what goes on at the Community Centre. This item to go to subcommittee.
- f) Doors Bryline: Update, to discuss - Cllr S Slater has spoken to Brylaine, they are in agreement with the art work on the doors. Cllr S Slater to update the full council when they have more information.
- g) Queens Jubilee: Update:
i. Thursday 2nd June
ii. Friday 3rd June
iii. Saturday 4th June
iv. Sunday 5th June
It was agreed that the Thursday & Friday mornings be FOC for refreshments, Cllr H Ainsworth to volunteer on the Thursday. There will be streaming into the community centre of events.
A flyer is being sent out to the residents of the parish with details of what is happening over the jubilee weekend.
Cllrs are looking into sponsoring prizes for the events, Cllr John Smith will speak to company that he works for. Small prizes, book tokens, sweets, etc. The clerk to purchase bunting / decorations for the community centre.
- h) Village / Christmas: Update, on the December 9th festival & other events.
Cllr S Slater & H Ainsworth, have a meeting on the May 12th with residents for the event. The councillors would like to apply for a road closure from the traffic management team. Further details at a later date.
- j) Family Disco: 2nd July at 6.30pm. – Discuss & agree, if the Parish Council will fund the event All councillors were in favour. £500 to be spent on the event.
- k) Village entry gates – (White Five bar) - To discuss – Cllr S Slater to update full council when more details are available. To be removed from the agenda.
- L) Allerton Court – To discuss & update – Tree Planting – Cllr R Austin has not done a lot on this & thinks it requires a new insight from councillors, Cllr J Stevenson to get together with Cllr R Austin to discuss. To review at next meeting.

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- m) Hedges & Fencing Wyberton Community Centre: To discuss & approve
Proposed by Cllr R Austin, seconded by all councillors. Decision to use contractors, East Coast Access for the hedging & Dependable Property Maintenance for the fencing. The clerk to contact both to confirm. The clerk to let the other contractors know they were unsuccessful this time.
- n) Fridge – Freezer in main hall kitchen – To update: Nothing to report, to be added to the agenda for the subcommittee, full report at next full council meeting.
- o) Carpark at the community centre – To update: Nothing further to report.
- p) Hedgehog Highway Project – To Discuss: Email received & sent to councillors on 2nd May
It was agreed to hold off for now & come back at a later date.

14. Finance

- a. Approve Payments of Accounts – On proposal from Cllr R Austin & seconded by Cllr H Ainsworth & with no objections all resolved to approve the payments.
- b. Bank statements – All Councillors had seen the most current bank statements; these were signed off by the chairman M Sharp
- c. FSCS Protection – Update: The Clerk is still looking into different bank accounts. No further update.
- d. Bank Mandate: Update: Cllr M Sharp – To change the users on the mandate. No further update.
- e. To approve the 2021/2022 End of Year Accounts and the Internal Audit Report Annual Governance & Accountability Return (AGAR) 2021/22: To be approved, resolved & signed by the Chairman & Responsible Financial Officer (RFO)
All councillors had received the AGAR with page 3, the completed Internal Audit Report.
- f. To approve section 1 & 2 of The Local Councils Annual Return Annual Governance Statement, all councillors agreed with items 1-9.
Section 2 – Accounting statement, all councillors agreed with the figures.
On proposal from Cllr R Austin & seconded by all councillors, with no objections, all resolved to agree that the Chairman & the clerk as the Responsible Financial Officer should sign the forms.

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- 15. Planning matters:** Town and Country Planning Act 1990 - To consider and make observations on all planning applications received and to note planning approvals, refusals, enforcement complaints and appeal decisions advised by the Borough Council – **To include those received between the day of posting this notice and the day of the meeting**
- i. B/17/0317/CD6 – Land off Wyberton Low Road, PE21 7SF
All councillors agreed – No Objections. The Clerk to inform BBC.
 - ii. Development off of Ralphs Lane, Consideration of name of road to Parker Close.
All councillors agreed that the name has no significance to the build.
The clerk to reply to BBC.
 - iii. The chairman M Sharp reminded all councillors that emails received from the clerk with regards to planning should be replied to.
- 16. Correspondence received** – All emails sent to the relevant councillors by email.
- 17. Any other business –**
- i. Cllr S Slater mentioned that the Community Centre Garden was not well maintained. Cllr J Smith & Cllr S Slater to have a look & report back to full council.
 - ii. Cllr J Smith informed the councillors that he would be away for a week, & would not be able to respond to emails.

Next Meeting: Tuesday 14th June 2022, Monthly Parish Meeting.