

# AMBER HILL PARISH COUNCIL MEETING

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## DRAFT MINUTES OF THE AMBER HILL PARISH COUNCIL MEETING HELD AT HUBBERTS BRIDGE COMMUNITY CENTRE, ON MONDAY 19<sup>th</sup> MARCH 2018 AT 7.10 pm

**Present:** Councillors C Stephenson (Chairman), R Bowler, E Gadd (Vice-Chair), R Hunn, J Webb, M Brookes (Boston Borough Councillor, Lincolnshire County Councillor), N Bush (Clerk)

**Also Present:**

**Public Forum:** None

Meeting started at 7.10 pm

### **17/006 Apologies**

Apologies received from Cllr N Hardy. It was resolved to accept the apologies received.

### **17/007 Police Report**

No police present, or report received.

### **17/008 Declarations of Interest**

Cllr J Webb declared an interest in both the school and playing field.

### **17/009 Minutes of the meeting held on 15<sup>th</sup> January 2018**

It was resolved to accept the above minutes which were confirmed and signed by the chairman.

### **17/010 Matters Arising**

Cllr CS asked that the Clerk confirm that the Precept request had been submitted.

Cllr Michael Webb has submitted his resignation as a Councillor for the Parish, which needs reporting to Boston Borough Council so the vacancy can be advertised.

**ACTION:** Clerk to check that the Precept submission. Clerk to inform Boston Borough of the resignation of Cllr Michael Webb.

### **17/011 Planning update**

The deadline for the original 5-year planning application has passed on the Heckington Fen Wind Farm, but we have not had confirmation from the government as to whether this is an end to it or that we need to wait for a further decision.

### **17/013 Parish Matters**

#### **School Building and Grounds**

Apologies for not being able to advise you of progress of the Amber Hill project sooner. Unfortunately, LCC have only recently had the tenders back from the open market and had formal sign off regarding the project proceeding – as you can imagine this process is stringent and requires robust authorisations at each stage. You may have already seen that there has been some workmen onsite recently – these particular contractors have been dealing with some further enabling works in preparation for the main contractor starting onsite after Easter.

As noted we have now had successfully agreed for the project to proceed and as such Taylor Pearson Construction have been awarded the contract to complete the works. LCC have met with the contractor and other project members onsite today to discuss the start of the project. From this meeting we have agreed that the construction work will begin on 9th April 2018 and is anticipated to complete on 29th June 2018. This will allow for the Pilgrim School to move in prior to the end of the summer term and give the opportunity of the children to be settled into their new environment before

they break up for the summer holidays.

I would like to introduce the Parish Council to Helen Garratt who is the Pilgrim School Business Manager, Helen is overseeing the project on behalf of the school. It would be good for Helen to attend a future PCC meeting to outline the work of the Pilgrim School.

### **Claydyke Bank Scoop Wheel**

Nothing to report.

### **Standing Orders**

The Councillors reported not receiving a copy of the revised Standing orders

### **New Data Protection Legislation**

The Clerk advised that she had received a GDPR toolkit from LALC which she would review and report back at the next meeting

**ACTION:** Clerk to email out copies of the revised Standing Orders. Clerk to review GDPR guidelines and report at the next meeting

## **17/014 Correspondence**

Police Commissioners Office	Email – Wishing to make contact with whoever writes the local Parish Newsletter. <i>Emailed to Cllr J Webb 17/3/18</i>
LALC	Email – regarding joining their training programme – <i>Not required for Amber Hill.</i>
Boston Community Transport	Letter advertising services provided – <i>Posted on website</i>
Boston Borough Council	Email – regarding transformation programme – footway lighting costs will be deducted from the precept.
Boston Borough Council	Email – regarding Parish Liaison Meeting 24 <sup>th</sup> May 6pm
Triton Knoll	Monthly Newsletter
BBC – Planning	Email – regarding changes to planning process
Lincolnshire CC	Email – Community Speed Watch Programme

The Clerk received an email raising the issue of tyres on Sutterton Drove – It was agreed this item would be added to the next agenda

**ACTION:** Clerk to add issue of tyres to the next agenda

## **17/015 Finance**

### **Accounts update**

The Clerk presented the up-to-date accounts

### **Accounts for payment**

	Payee	VAT	Amount
Cheque 371	Hubberts Bridge community Centre		£24.00
Cheque 372	LALC (2018-19 subscription)		£103.45

It was resolved to accept the accounts for payment.

It was resolved to add the new Clerk, Nicky Bush to the Lloyds Bank accounts and the Bank Mandate was signed by two signatories. Cllr CS asked that the Clerk check that the previous Clerk had been removed and if not prepare the paperwork to do so.

### **Approval of Transparency Funding**

Confirmation of approval of Transparency Funding has now been received and a cheque for £577.80 received. It was resolved that this money will be ring-fenced within the budget.

**ACTION:** Clerk to make outstanding payments. Clerk to submit Bank Mandate, along with a copy of the minutes. Clerk to check bank account once access has been granted and prepare removal mandate if necessary.

**17/016 Appointment of new clerk, Nicky Bush**

Following advertisement of the post and interview, the Parish Council appointed Nicky Bush as Parish Clerk with effect of 14<sup>th</sup> February 2018.

Date of next meeting – The Clerk reported that she would be unable to attend this meeting due to a prior commitment. It was resolved that the date would be moved to 21st May 2018 and start at 7.30pm

**ACTION:** Clerk to notify relevant parties of the change of date and to contact Hubberts Bridge Community Hall to advise of the change.

**17/018 Date of next meeting – Monday 21st May 2018 7.30 pm**

Meeting closed 7.43pm

Signed:

(In the chair)