

BAUMBER PARISH COUNCIL

Minutes of Ordinary Meeting held on Tuesday 15th May 2018 at 8.00pm in the Village Hall, Baumber.

Those Present: Mrs J Fable (Chairman), Mr M Jones (Vice-Chairman), Councillors R Espley, M Harrison, S Scholey. M Grosvenor (Clerk).

Also in attendance: Mr G Roberts, Mrs J Williams.

Apologies: None.

12/18/05. It was resolved that the Vice - Chairman would Chair the meeting.

13/18/05. Declaration of Disclosable Pecuniary Interests under the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 made under the s.30 (3) of the Localism Act 2011. There were no disclosures.

14/18/03. Minutes of the last Meeting held on Wednesday 28th March 2018 were read out by the Chairman, it was agreed by all and signed by the Chairman as a true record the minutes.

Clerk's Report on matters outstanding.

15/18/05. Update on Minute ref: 77/18/03. Surface condition of Mere Baulk Lane. Cllr Bradwell, LCC-letter dated 11/05/2018 sent to residents at No 1 & No 2 Stockborough Farm advising:

"The Natural Environment & Rural Communities Act 2006 had the effect of restricting the opportunities of motor vehicles accessing "green" highway infrastructure and Mere Baulk Lane is one such example. Mere Baulk Lane is recorded on the Definitive Map as a bridleway and only private vehicles rights remain. Being a public bridleway means that it is still a highway maintainable at public expense and is still depicted on the list of streets because of this.

Any motor vehicle access from before 2006 that was necessary for access to land (e.g. a house or a farm field) has become a private right (for which we have no maintenance obligation).

16/18/05. Following discussion, it was resolved that Baumber PC would monitor this situation as and when required, but at this time BPC had no remit to pursue this matter further, based on the statement from LCC Highways & Countryside Office.

17/18/05. Update on Minute ref 87/18/03. Letter from Chris Panton ELDC, re Parish Council's consultation responses to planning applications. BPC's response sent as previously resolved.

18/18/05. Grass Cutting. Clerk has sent responses to both Glendale and LCC confirming acceptance of quotation and LCC's transitional funding arrangements. Clerk has also chased Glendale regarding the delayed 1st grass cut due for April - this cut has recently taken place. Cllr M Harrison was concerned that the grass track leading to Baumber church, along with the car park area had not been cut.

Financial Matters & Financial Statement.

17/18/05 Financial Statement was provided to Cllr's.

Reconciled Bank balance @ 31/03/2018 as Yr end Accounts 2017/18	=	£2255.13
Credits: ELDC Precept for 2018/19 £3035.00 + HMRC clerk PAYE rebate £150.00	=	<u>£3185.00</u>
Bal B/F		£5440.13
Payments due: Baumber Village Hall hire 2017/18, Annual Insurance premium.		
HMRC PAYE refund & 1st stage Clerk 2018/19 Remuneration.	=	£1193.29
Balance C/f.	=	£4246.84

Clerk has submitted HMRC VAT refund due of: £ 203.95

Direct Debit Mandate for Annual Registration to IOC in compliance with GDPR: £ 35.00

18/18/05. Review & Adoption of BPC's updated Standing Orders & Financial Regulations, (SOFR). The Clerk provided each member with a hardcopy of BPC's proposed revised & updated SOFR, in compliance with Statutory guidance provided by Lincolnshire Association of Local Councils (LALC) and National Association of Local Councils, (NALC) published in November 2017, - for consideration, and when agreed, adoption by BPC.

19/18/05. As the revised document with Appendices covered 22 pages, it was resolved that members would consider the details and report at BPC's July 2018 meeting, when, providing there are no proposed material amendments, BPC's SOFR, dated 15th May 2018, (version vi) would be formally adopted.

20/18/05. Explanation & adoption of General Data Protection Regulations, (GDPR).

Applies to all organisations no matter what size or type, including BPC. The Clerk had emailed the GDPR documentation to members for perusal on 9/05/2018.

At the meeting each Cllr received a GDPR policy and procedure document file, numbered from 1 - 4, - which included a GDPR Security Compliance Check List, (doc 4) these were duly completed & signed to confirm that data and information sent by Cllr's to, and received from BPC is securely held.

The regulations come into force on 25th May 2018, although there is a transition period to set up data protection and monitoring systems, to ensure full compliance.

BPC has a Statutory duty to register with the Information Commissioner's Office (ICO) and pay an annual registration & renewal fee, currently set at £35.00. The Clerk has fulfilled this obligation, along with setting up a D/D arrangement,- subject to authorised signatures for the D/D Mandate.

21/18/05. To aid data- documentation security, BPC will need to purchase a lockable, 2 drawer metal filing cabinet. It was resolved that the Clerk would arrange this purchase a.s.a.p.

22/18/05. Update Baumber Parish Plan Steering Group (SG).

The Village Plan - Community Vision document-questionnaire, plus draft plan is finalised and due to be presented at the Baumber Annual Community Meeting, scheduled on 22/05/2018. Cllr's were invited to attend to represent BPC & the Chairman agreed to provide refreshments and Chair the meeting.

23/18/05: Notification of Vacancies in Office of Councillors.

The Clerk has notified Elections Officer of the resignations of Cllr's S Elton & S Willerton from BPC. A vacancy notice has been posted on the notice board and published online, dated 24th May 2018. BPC will be formally notified if there is a requirement to hold an election by 14/06/2018. If an election is not required, then BPC can seek to appoint any proposed new Cllr's by co-option, at future meetings.

Planning.

24/18/05. Update Minute ref 84/18/03. Planning Application No S/011/00183/18 Housing Development at Red Lion Inn. (Consultation period had been extended from 1st published date 03/03/18 to 29/03/2018 to enable BPC to comment.)

As resolved at BPC's meeting of 28th March, the Clerk submitted BPC's considered consultation response, after initially requesting a short extension from Thursday 29th March, (i.e., over the Easter Bank Holiday weekend - Good Friday to Easter Monday) to Tuesday 3rd April 2018, for more time to prepare BPC's material consultation response, in accordance with NPPF and ELDC's emerging Local Strategic Plan 2017. However due to a procedural issue, BPC's consultation response was not considered by ELDC planning. It was resolved that the Clerk would write to ELDC raising concerns over this matter and report at the next meeting.

Correspondence.

There was no correspondence to report.

AOB

25/18/05. Cllr M Harrison informed BPC that that due to National Lottery funding conditions, Baumber's Parochial Church Council has been advised to increase church opening days to increase visitor numbers Although some visitors are finding it difficult to locate the church due to the missing church foot path sign, caused by a RTA in July 2017. The Clerk has been chasing LCC Highways and would do so again and ask Cllr P Bradwell to assist.

The date of the next Meeting, was set at Wednesday 18th July 2018 7.30pm Baumber Village Hall.

There being no further business the Meeting closed at 9.15 pm.



Dated: 18th July 2018.