

LEIGHTON BROMSWOLD PARISH COUNCIL

Minutes of the Meeting of Wednesday 29 March 2023

(These Minutes are considered draft until ratified at the next Parish Council Meeting)

Present Cllrs. B Mysak (Chairman), G Troughton, R Owen, A Clark, Minutes: B Mysak

OPEN MEETING Each person wishing to address the Council can speak for a maximum of 3 minutes, subject to the Chairman's discretion. This part cannot be longer than 15 minutes.

2303/01 To Receive Apologies and Reasons for Non-Attendance

S Roberts (prior commitment)

2303/02 Chairman's Opening Remarks

Council would discuss Footpaths at an earlier time to allow Cllr Troughton to get away.

2303/03 Declarations of Interests for Members (Disclosable Pecuniary Interests)

None.

2303/04 To Receive and Approve the Minutes of the Parish Council Meeting, 4 Jan 2023.

Proposed: BM ; Seconded: NC/AC

2303/05 Matters Arising: (not covered below)

None.

2303/06 Parish Council complement: After tonight's Meeting there will be 2 vacancies.

If anyone is interested in being co-opted, please speak with any Council Member.

2303/07 Clerk's Report

Income to 31 March 23 - **£7,681** (CCC contribution to village maintenance £181.28 received.)

Expenditure (Cashbook) to 31 March 23 - **£8,312**

2303/07.1 Payments

To JR Gamblen, re mower maintenance - **£190.80**

To D Freeman strimming playing field - **£54.00** (**£250.00** had been expected)

To Clerk, re strimming wire for churchyard - **£36.04**

2303/07.2 Bank Reconciliation to end of March - fully reconciled

Bank balance at end March - **£10,067**

Cllrs confirmed that accounts reflected a true account of the year's finances and Clerk could prepare the Year End figures for audit.

2303/07.3 Annual Risk Assessment, including check/ maintainance of assets.

Cllrs BM and NC completed the check on assets in April.

2303/07.4 Website and Village Notice Board

Cllr BM to investigate alternate tools that show website usage.

No further action in view of the low usage rate.

Clerk has run short of space for 3 Meetings. Need for additional space confirmed.

2303/07.5 Parish Archive

Boxes kept in church vestry. All paperwork to be discarded will be shredded.

c 1/2 of stored files have been cleared. **Clerk will continue on rest to be complete by next Meeting.**

2303/08 Planning Report: Cllr AC

2303/08.1 New planning proposals - no new planning proposals.

2303/08.2 Village Plan update

PC to take stock with residents on what is outstanding and current priorities.

2303/08.3 Village asset maintenance and improvements

Cllrs BM and NC completed the check on assets in April.

2303/09 Play Area, Cllr SR

2303/09.1 Inspection remedial actions

Bark pit edging has been repaired;

Cllr BM to repair bird defences - Done.

Tree trimming to be carried out as the weather improves. **RM to follow up with local farmer.**

2303/10 Trees, Cllr NC

2303/10.1 Replacement tree for horse chestnut outside pub

Clerk to chase up Highways re replacement (service) trees - Done. **Awaiting arrival of replacements.**

2303/10.2 Village Tree Survey

Cllr NC to carry out a full tree survey with assistance from our resident tree expert, at a date to be agreed.

2303/10.3 Sycamore on Staunch Hill

Cllr NC to monitor progress. Still awaiting visit from District Cllr/ Highways as there is dispute over boundary line.

2303/10.4 Tree outside No 25 The Avenue to be removed and replaced

Clerk/ Tree Officer to chase for date. Clerk has followed up .Awaiting reply.

2303/10.5 Tree outside 27-29 The Avenue to be replaced

Clerk has followed up. Awaiting arrival of replacement.

2303/11 Highways (Cllr BM)

2303/11.1 New items:

2303/11.2 Installation of traffic camera Cllr AC

Clerk to arrange relocation of post outside nos 21-23

Clerk has spoken with CCC and advised to contact local Highways Officer, as CCC quote in excess of £1,000. Application for Work has been made. Awaiting costings.

Council awaiting costings for Staunch Hill monitoring.

Council to review grant criteria for 20mph - [Post Meeting] Not eligible.

2303/12 Footpaths (Cllr GT)

2303/12.1 Outstanding items

2303/12.2 New items:

2303/13 Damaged mower storage shed

Working party led by RM to remove damaged structure and erect the new.

2303/14 Correspondence

Nothing of note.

2303/15 Any Other Business

Nothing of note.

Next Meetings: 3 May, 5 July, 6 Sept

Bohdan Mysak, Chairman and Responsible Finance Officer, 09/05/2023