

**MINUTES OF THE MEETING OF ALLBROOK AND NORTH BOYATT  
PARISH COUNCIL  
HELD ON WEDNESDAY, 10 MAY 2017  
AT CRESTWOOD SCHOOL  
(6:35pm - 7:20pm)**

**PRESENT:** Councillor Sollitt (Chair); Councillors Symonds, Bain, Barham, Betts, Carney and Clarke (until 6:45pm)

Apologies were received from Councillor Freemantle

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1. ELECTION OF THE CHAIRMAN OF ALLBROOK AND NORTH BOYATT PARISH COUNCIL FOR THE MUNICIPAL YEAR 2017/18

**RESOLVED –**

**That Councillor Maureen Sollitt be elected as Chairman for the municipal year 2017/18.**

2. ELECTION OF THE VICE CHAIRMAN OF ALLBROOK AND NORTH BOYATT PARISH COUNCIL FOR THE MUNICIPAL YEAR 2017/18

**RESOLVED –**

**That Councillor Kathleen Symonds be elected as Vice Chairman for the municipal year 2017/18.**

3. DECLARATIONS OF INTEREST

Councillor Mrs Kathleen Symonds declared a Disclosable Pecuniary Interest in agenda item 6, Allotment Update, because her husband rents an allotment from the Parish Council.

4. PUBLIC PARTICIPATION

A member of the public requested that the Parish Council establish if there was any planned hedge cutting on Allbrook Knoll. The open space was being encroached by brambles and the space was decreasing in size because of the overgrown brambles. The Chair advised that the area was on the Streetscene list to be cut and would email the Streetscene manager to establish when it would be cut.

5. MINUTES

**RESOLVED –**

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**That the Minutes of the meeting held on 29 March 2017 be approved and signed as a correct record.**

6. ALLOTMENT UPDATE

The Allotment Officer reported that she was awaiting a response from Members for a decision on the contractor to deal with the moles at Broomhill allotments. Three quotes had been submitted on 10 April 2017 and a decision was sought as to which contractor to use.

She advised that Broomhill was now fully let. Lincoln's Rise tenants had formed a rota and were now maintaining the public footpath adjacent the site.

Members were advised that monthly inspections had started with a small number of untidy plots identified.

The Working Party continued to meet weekly and had dealt with the majority of grass maintenance and hedge trimming but were unable to keep the western boundary hedge of the site under control. The hedge measured approximately 320 metres. They had requested an outside contractor be employed to take the hedge down to a manageable 8 feet.

The Allotment Officer advised that two contractors had visited the site; Shawyars and Streetscene. A further two had been approached, My Tree Surgeon and Piper Tree Services but no response had been received.

Members were advised that a request would be put at the next meeting, with three quotes, to proceed with works after the nesting season.

**RESOLVED –**

- (1) That the quote from Control Pest be accepted for the initial cost of £960 plus the annual cost of £560 to be reviewed annually; and**
- (2) That further quotes be sought for the maintenance of the 320 metre hedge and Members be advised by the Allotment Officer for a decision at the next meeting.**

7. MATTERS ARISING

The Allotment Officer enquired whether any further information had been received with regard to installing a defibrillator at the Broomhill allotment site. The issue had created lengthy discussions at previous meetings and since then the Clerk had received further information about the storage of the devices and in particular the temperature at which they had to be stored. Members felt that theoretically it was a good idea but queried whether it was the right device in the right place. It was identified that the site was very large and it may be that there were only a couple of people on the site at the same time. If someone was in need of a defibrillator they

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would have to first raise the alarm then someone would need to go and retrieve the defibrillator from its storage location and get back to the patient. It was felt that this would take too long and would therefore was not feasible.

Members felt that there should be some form of first aid training given to people who were regularly at the Allotment site if they wished to take part. The Allotment Officer was asked to obtain quotes for first aid training for tenants of Broomhill site. Members also felt that a warning system should be installed at the site in the event that someone did have an accident or injury the alarm could be raised quicker potentially saving someone's life.

**RESOLVED –**

- (1) That the Allotment Officer obtain three quotes for first aid training; and**
- (2) That the Allotment Site Rep meeting investigate the feasibility of installing a warning signal at the allotment site.**

8. REVIEW OF ALLBROOK AND NORTH BOYATT PARISH COUNCIL'S POLICIES AND REGULATIONS

Consideration was given to the Council's Policies and Regulations and it was agreed to adopt them with no amendments.

**RESOLVED –**

**That the Standing Orders; Financial Regulations; Banking Arrangements; and Asset Register be adopted with no amendments.**

9. FINANCE MATTERS

The Parish Council considered the papers on expenditure which detailed cheques to be issued and budget monitoring. Members agreed to endorse all cheques presented in the report as listed below:

<b>Date</b>	<b>Chq No</b>	<b>Payee</b>	<b>Amount</b>
23/03/17	100367	EBC Feb/Mar Salaries Rat treatment	£1,411.88
23/03/17	100368	A Thorne Clerks expenses	£105.72
10/04/17	100369	K Jones Deposit Return for chicken run	£100.00
10/04/17	100370	CSG Ltd Cesspit emptying BH Allotment	£207.00
10/04/17	100371	HALC Levy and Affiliation Subscription	£455.00
24/04/17	100372	L Greenslade Petty Cash	£100.00
02/05/17	100373	L Greenslade Apr Salary	£105.97
10/05/17	BACS	A Thorne Apr Salary	£264.84
10/05/17	100374	L Greenslade Allotment Officer Expenses	£ 87.50
10/05/17	100375	L Greenslade Petty Cash	£200.00
10/05/17	100376	HMRC Income Tax 66.00	£ 66.00

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**RESOLVED –**

**(1) That authority be given for the payment of cheques 100367 – 100376; and**

**(2) That the budget monitoring statement and Council’s financial position be noted.**

10. DATE OF NEXT MEETING

It was confirmed that the next meeting would be held on 26 July 2017 at 6 pm in Crestwood School.

11. EXEMPT ITEM

**RESOLVED –**

**(1) That, in pursuance of Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they are likely to involve the disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act; and**

**(2) That, in pursuance of the public interest test, the public interest in disclosing the information contained in the following item of business was outweighed by the public interest in maintaining the exemption.**

12. STAFF REVIEW

Members discussed the staffing with the Parish Clerk and were advised that further information was required before any decisions could be taken.

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