

**MINUTES OF A PARISH COUNCIL MEETING OF HEALING PARISH COUNCIL HELD ON TUESDAY 13<sup>th</sup> APRIL 2021 AT 7.00 PM AS A VIRTUAL MEETING ON ZOOM PORTAL**

**Present:** Cllr. Smith (Chairman)  
Cllrs. Dickerson, Hewins, Wright, Fieldgate and Mooney

**Apologies:** Cllrs. Bygott, Gorry and Nijjar

**In Attendance:** Mr. Daniel Pavone, Developer

There were 2 members of the public present.

*(All present by both visual and audio means including the Clerk as minute taker)*

**21/01** To receive and accept apologies for absence  
Received from Cllrs. Bygott (work commitments), Gorry and Nijjar (family commitments) – received and accepted.

Cllr. Bygott had requested sabbatical for six months and this was unanimously granted.

**RESOLVED: That apologies be received and accepted.**

**21/02** **DECLARATIONS OF INTEREST (Code of Conduct 2012)** –  
None made.

**21/03** **To approve minutes of the previous meetings held in March 2021**  
**Parish Council minutes of meeting held in March 2021 – main meeting and two extraordinary meetings**

Cllr. Hewins requested amendment to show he was not in favour of placing of member in Waiting room. Apart from amendment, all minutes then approved as true record of the meetings held.

**RESOLVED: That minutes, with amendment requested, be approved as a true record of The meetings.**

**Public Break**

Member of public present to give notice of intended planning application for both residential and possible business use. Members asked some questions and then member of the public left the meeting as the public session was closed.

Member of the public left the meeting leaving one remaining.

**21/04** **Police Report**

To receive police report for month - circulated to all members prior to the meeting.

Chairman asked Cllr. Hasthorpe, NELC if any youth worker input may be available through NELC. Cllr. Hasthorpe would make enquiry. Noted.

**21/05** **Highways/footpaths and Traffic Issues**

a) To receive update on any footpaths/highways and agree any necessary actions

Issue discussed included possible new bus stop on Stallingborough Road, gas board works problems with damage to verges and cones being put out on Radcliffe Road.

- b) To receive request from residents re planting on verges and agree any necessary actions

Request from residents re wilding of verges. ENGIE has work in the community days and tis should be passed onto NELC as part of ongoing Highways matters. Noted.

### **21/06                    Planning Matters**

The following planning applications were discussed:

**Planning Application Reference: DM/0299/21/FUL**

**Proposal: Installation of water tank to include new concrete hardstanding and associated works**

**Location: Morrisons Distribution Unit 5, Pegasus Way Healing**

*No objections.*

**Planning Application Reference: DM/0338/21/FUL**

**Proposal: Erect single storey rear extension with roof lights**

**Location: 1 Wisteria Drive Healing**

*No objections.*

**Planning Application Reference: DM/0309/21/FULA**

**Proposal: Alterations to change integral garage into living accommodation**

**Location: 47 Wisteria Drive, Healing**

*No objections.*

**Planning Application Reference: DM/0205/21/FULA**

**Proposal: Erect single storey rear extension to include rooflights and alterations to window and door openings**

**Location: 33 Oak Road Healing**

*Already been approved.*

To receive any planning decisions and any representations regarding development made at the meeting for information only – taken during public break.

**RESOLVED: That all comments as agreed be submitted to NELC.**

### **21/07                    Future Dates**

Next Parish Council Meeting – Tuesday 11<sup>th</sup> May 2021 (the Annual Parish Council meeting) – Clerk advised that legislation allowing virtual meetings ceases on 7<sup>th</sup> May and so meetings after that will be in person unless anything to the contrary is heard by that date.

**RESOLVED: That May meeting will be held in person following social distancing rules**

Finance Training – June 2021 – Cllr. Hewins

Town and Parish Liaison – Thursday 15<sup>th</sup> April 2021 – now cancelled due to lack of agenda items. Cllr. Hasthorpe requested that an agenda item for Town and Parish Liaison be a standing agenda item and this was agreed.

Annual Parish Meeting – 6.30 pm and followed by the Annual Parish Council meeting. Any other future dates – none.

**RESOLVED: That all meetings be held as agreed**

## **21/08 Reports**

To receive any reports – none.

## **21/09 Parks/Land Management**

- a) To consider land management issues and receive report on same including –
- Bowling green hedges – interiors completed.
  - Cornflower copse dyke clearance – requested and to be carried out.
  - Trees in Porri's Wood overlooking Primary School access – waiting for date
  - Stile and fencing renewal to Porri's Wood – fencing not viable and plants to be sourced by Clerk for infill in hedging gaps.
  - Fencing on Moated Site – fencing completed.

All items were noted.

- b) To receive report from meeting held with Bowling Club on 18.03.21 and agree necessary actions

Chairman and Clerk had held meeting with Bowling Club at Pavilion. Fixture list now given to Clerk and season commences on 4<sup>th</sup> May. Green being maintained in line with bowling club as required. Bowling Club will make financial contribution based on previous year's contribution. Noted.

- c) To receive any update on reforming of Scout committee and use of Scout hut and agree any necessary actions

Chairman reported that Group will be restarting and limited to 15 youngsters to start. Agenda for May 2021 to consider financial contribution as result from request. Propose that Chair, Vice-Chair and Clerk set up a meeting to establish a working relationship with the Group. Agreed.

**RESOLVED: That meeting be set up with Scout Group with Chair, Vice-Chair and Clerk**

## **21/10 Necessary Parish Matters for consideration/update**

- a) To confirm arrangements for May 2021 edition of Healing News

New distribution round now required and agreed owing to new housing. Article for magazine on defibrillators and warning to remind residents re potential scams. Noted.

- b) To receive update on Village Hall reopenings for May 2021

Clerk advised on children's activities now restarted and from w/c 17<sup>th</sup> May indoor sports would be able to return. Some hirings not returning until June. Noted.

- c) To note confirmation and payment of cover for defibrillator annual maintenance scheme

Completed. Article in Newsletter advising residents of whereabouts of equipment.

- d) To receive update and make any necessary arrangements for school holiday clubs in Summer break

Arrangements to be agreed refreshments and possible use of Scout Hut as building works will be ongoing in Pavilion. Need to discuss toilet requirements.

- e) To note cessation of Stewardship agreement for Moated Site for information

Agreement had now expired. Noted.

### **21/11            New Village Hall Project**

To receive report from Chairman on update to current progress and agree any further necessary actions

Completion should be carried out on the following day, Wednesday. All paperwork signed by Chair and witnessed and returned to Solicitors. Meeting had been held with building contractors and Cllr. Wright confirmed he was able to project manage the build as per the Council's request. Members agreed to delegate the ongoing functions of the build, including choice of fixtures and fittings, to the Clerk in liaison with the Chair and Vice-Chair as Project Manager. Full reports would be given at each PC meeting and any other updates circulated as build progressed by the Clerk.

**RESOLVED:    That the build project be project managed by Cllr. Wright in liaison with Chairman and Clerk and that full delegation for decision making within budget on the build re fixtures and fittings be made to Clerk in liaison with Chair and Vice-Chair.**

### **21/12            Finance**

a) To approve payments to be made as per list for this meeting

Payments approved to be made.

**RESOLVED:    That payments be made as per list circulated.**

b) To receive confirmation of audit dates from PKF Littlejohn, external auditors, and agree any necessary actions

Audit schedule received and Clerk would arrange internal audit and then all paperwork to be completed and submitted to external auditors by the end of June 2021 as required. Noted.

c) To receive final year accounts for fy 20/21, account reconciliation and final bank statements at end of year and formally approve

Clerk had circulated cash book for full year for 20/21, account reconciliation to bank statement and final bank statement and accounts received and formally approved by members.

**RESOLVED:    That accounts for financial year 20/21 be approved by the Council**

d) To receive report from Clerk on end of year procedures, including PAYE, VAT etc. for information

Clerk advised all in hand. PAYE would be completed and P60's given to all staff members. VAT would be reclaimed shortly. Cllr. Hewins requested that £5k be transferred over to reserve account – agreed.

**RESOLVED:    That £5k be transferred to reserve account**

### **21/13            Exclusion of Press and Public**

**RESOLVED: exemption of press and public for remainder of meeting under Public Bodies Admissions To Meetings Act 1960, Section 1 (2) on the grounds that discussion of the following business is likely to disclose confidential information<sup>1</sup>**

### **21/14            Personnel Matters**

a) To agree salary payments as per list circulated

Salaries approved to be paid. Changes to national living wage noted and applied.

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<sup>1</sup> Under Part 1 of Schedule 12A of the LGA 1972 (as amended)

**RESOLVED: That salaries are approved to be made.**

b) To confirm part-time staff furloughs and agree any necessary actions  
Clerk advised members of staff would now be part-time furloughed for April and May until hirings were back up to normal capacity. Noted.

*Chairman closed the meeting at 8.35 pm.*

*Signed: .....*

*Date: .....*