

DOCKING PARISH COUNCIL – MINUTES 18TH FEBRUARY 2021

Clerk: Mrs Michelle Wroth

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1. Welcome by the chair

2. Public Session: 1 member of the public attended the meeting. Nicola Durrant used the session to discuss her concerns on 8.2(b) the proposal for the Old Recreation Ground. Nicola stated that several items which she wanted to know if they had been or would be considered prior to the project. These included traffic management, parking on station road, opening hours of the site, how would you stop parking (cars and caravans), some children have a fear of dogs so is it sensible for it to be a dog area. Nicola mentioned that it would have been good for the village to be made aware of the proposal to see if it was wanted by the parishioners. On a separate point Nicola asked if any formal thanks had been given to the Councillors that had stood down from the council during lockdown and had parishioners been made aware that there are new Councillors in place. Cllr Pillinger thanked Nicola for her contribution to public session.

3. Present: Cllr Pillinger, Cllr Wroth, Cllr Able, Cllr Waldie, Cllr Crompton, Cllr Andreae, Cllr McKenna, Cllr Cooke, Cllr Harris, Cllr Meek

Apologies: Cllr Smith

4. To receive declaration of interests on agenda items. Cllr Cooke declared an interest in 8.2(b) as he is a lease holder

5. Confirmation of the minutes, General Meeting 21st January 2021 – additional information to be added regarding the Recreation Charities annual income. Minutes to be confirmed March

6. Agenda items

- 6.1 – Cut Back of Verge at bottom Well Street – The second quote received has been retracted by the contractor, Cllr Pillinger proposed that Gary Ayres be contacted to see if he could cut back with his tractor and hedge cutter, if he can Clerk will circulate details and a delegated decision will be made due to the timing of hedge cutting. Cllr Meek seconded; decision carried by all
- 6.2 – Village Green 52 – The Village Green has been used for parking and has been driven over in the past months, Claudia Starr had offered to have the site re-seeded when the external landscaping takes place at Wagg Court. Cllr Meek proposed that the offer is taken by the council and to continue to monitor the situation. Cllr Crompton seconded; decision carried by all
- 6.3 – Training and Development Policy – Clerk had created a policy inline with her CiLCA training, Cllr Harris proposed, Cllr Wroth seconded, decision carried by all
- 6.4 – Action Plan 2021 – 2026 – Clerk had created an action plan for the council which shows short, medium and long term activities which the councillor is working towards. This is a live document and will be updated as required. Cllr Andreae proposed, Cllr McKenna seconded, decision carried by all

7. Clerk Update

SAM2 – The SAM2 was situated on Brancaster Road (17.01.21 to 12.02.21) in that time the machine registered following data

Total vehicles 24,742

Violations 7,844

Top Speed 55MPH 21st Jan at 14:50

Defibrillator Management – The Village Hall Management Team have provided a printout of the checks which are performed monthly. Also, an explanation given that any issues are flagged through the machine and are then automatically booked to be fixed. These then generate an invoice which is sent to the Parish Council for paying.

Clerk had contacted Highways due to flooding on Pound Lane, Highways advised that these areas are reviewed on a schedule and deemed in an ok state at the moment. With no budget available Highways will not look further into the matter. Clerk also asked if Highways had placed the concrete stones at the bottom of Bradmere Lane, Highways confirmed they had not and that they would look further into the matter to remove from the highway.

8. Working group updates, and decisions to be made if required

8.1 – Communications – an update was provided by Cllr Harris, the draft questionnaire had been circulated to all Cllrs prior to the meeting, the communications working group would like Clerk to email the other Village Groups to see if they would like anything to be added to the survey on their behalf. The working group needs to work on the format of the survey and finalise when to send it out and how long to leave it for responses to be received.

8.1 (a) decision to be made on Village Survey – Cllr Pillinger proposed the above, Cllr Waldie seconded, decision carried

8.2 – Assets and Appearance

8.2 (a) decision to be made on the 'Plan of Plants' – Cllr Andreae explained how she had created a planting plan for areas of the village, it has been designed so each area will have all year-round interest, this had been circulated prior to the meeting. The cost of the proposed plan came in slightly higher than the original £200 which had been agreed in January. The total for plants and compost was coming in at £246.98. Cllr Jo proposed the planting plan and the additional costs, Cllr McKenna seconded, all in favour decision carried. Cllr Andreae explained that herself, Cllr McKenna, and Cllr Smith along with their partners would start to plant 21st February, due to COVID restrictions they would work in groups of 1 household, so all regulations are followed, Cllr Andreae asked if any other councillors were able to help with the planting. Cllr Waldie agreed and Cllr Andreae to contact direct. Cllr Andreae stated that she had also looked at an additional planting plan for around the village sign, this would be at an additional cost of £194.74. Cllr Andreae proposed this additional planting, Cllr McKenna seconded, all agreed decision carried.

8.2 (b) decision to be made on The Old Recreational Ground Proposal – Cllr Harris thanked Nicola for attending the meeting and sharing her concerns on the proposal. Cllr Harris explained that it was incredibly early stages and a proposal. Cllr Harris explained that this was the first-time full council had discussed the matter as prior to this it had been in discussions within the working group. Cllr Harris explained how the vision would be for the area to become a small, landscaped park which is well located in village and he understood that if this were to go ahead then the current lease holders would be given a long period of notice.

Cllr Meek expressed that he was concerned that the proposal had been created without full council approval, he also mentioned that the Playing Field Committee had already had discussions with the Limagrain development, and they have agreed to give the 106 agreement to the playing field to purchase new play equipment. (working groups are there to discuss and research, if they have ideas they can propose to full council). Cllr Waldie mentioned that the land has covenants on which will need to be investigated further to ensure that these are adhered too.

Cllr McKenna and Cllr Andreae both felt that this is a big project and that there are other parts within the parish which should be dealt with first, as this is a huge project which will use lots of resource. Cllr Meek agreed that items like the bus shelter and paths should be dealt with first.

Cllr Meek suggested that a village meeting should be held to see if the parishioners want this to go ahead. Cllr Harris suggested that a question on this could be added to the village survey in the first instance, then once appropriate a public meeting to be held. Cllr Meek suggested that the idea be properly costed and stated that the idea is great, but the council need to consider the residents in that area. Cllr Harris proposed that the next step should be to add to the survey and see if the council can get community engagement. Cllr Pillinger seconded; decision carried

8.3 – Neighbourhood Plan – Cllr Pillinger had contacted a consultant that specialise in creating Neighbourhood Plans, they are given an initial cost of £12,000, grants are available to cover the full costs. Cllr Pillinger to do further investigation and feedback to council.

8.4 – Allotments – Cllr Wroth and Cllr Able had been and checked the allotments they asked Clerk to provide them with a map of the allotments. There is roughly 50 yards of Blackthorn adjacent to Sandy Lane and these needs removing, they will contact Matthew and Richard to see if they could help with their mini digger.

The gate post swivels so the gate will not shut, Cllr Wroth and Cllr Able will try and fix the problem.

There is a pile of what seems to be rubbish at the end of the track next to allotment 7, Clerk to write to allotment holders reminding them that all debris should be kept on their own allotment and not areas which are used for access. This pile will need to be disposed of and if not cleared by the allotment holders the cost will have to be covered by the council.

Cllr Able stated that the allotments are all in good states and that you can see that effort is being put into them by the holders.

9. Correspondences received, and decision to be made if required

10. Delegated Decisions made during the month – N/A

11. Finance

11.1 To approve accounts for payment – proposed Cllr Meek, seconded Cllr Pillinger, decision carried

Name	Business	Gross
K and M (DD)	Streetlights Maintenance	26.17
Eon (DD)	Elec – January Charges	57.74
CGM (DD)	Grounds Maintenance for Month	97.68
Clerk (Chq)	Salary and Expenses	1,114.26
Shaw and Sons Ltd	Condolence Binder and paper – Operation London Bridge	135.00
NALC	Being an Effective Councillor x 4	259.20
Jo Andreae	Plants and Scrubs	107.00
Docking Senior Citizen and Children Fund	Hand Sanitiser (COVID grant)	20.00
Community Heartbeat	2 x Adult Pads	105.60

11.2 – Bank Reconciliation at 5th February 2021 – carried all agreed

12. Planning matters

12.1 – Planning Applications received

Ref. No:	Address	Planning Details	Parish Councils Stance	BCKLWN
21/00075/F	Robinsons Farm, Lugden hill Farm, Lugden Hill	Conversion of former agricultural building to residential use 21/00075/F	Approve	
21/00125/F	7 The Old Woodyard, Sedgeford Road, Docking	Preapproved artist studio to be changed into a 3 bed eco lodge 21/00125/F	Approve	

12.2 – Planning Applications received after agenda published

13. Items to be added to the following months agenda – (NOT FOR DISCUSSION DURING THIS AGENDA ITEM)

- Maintenance of the new plants
- Village appearance inc paths and bus shelter
- Notice Board

14. Confirmation of the dates of: Proposed Cllr Pillinger, seconded Cllr Wroth all agreed, decision of dates carried

14.1 Annual Parish Meeting – 18th March 2021

14.2 Annual Parish Council Meeting – 6th May 2021

15. Close