**Minutes of the Hathern Parish Council Annual General Meeting held on Monday 24th May, 2021**

**at 7.40 p.m. in the Village Hall**.

**Present:** Councillors Dann, Murdoch, Swift, Bennett & Clayton. Borough Councillor K. Harris,

 County Councillor B. Newton and 4 members of the public.

**Election of Chairman**;

 Councillor Swift nominated Councillor Dann, this was seconded by Councillor

 Clayton. This was voted on unanimously. Councillor Dann accepted the position.

**Election of Vice-Chairman**;

 Councillor Murdoch nominated Councillor Clayton, this was seconded by Councillor

 Swift. This was voted on unanimously. Councillor Clayton accepted the position.

**Apologies:**

 These were received from Councillor Boyes and Borough Councillor E. Ward.

**Police Matters:**

 The report from the Police said that there had only been one incident since the last

 meeting – number plates stolen from a car.

**Public Participation:**

 Nothing was raised.

**Declarations of Interest:**

 Councillors Clayton & Bennett declared a prejudicial interest in the items re the HVA.

 The Minutes of the last meeting were signed as a true record.

**Matters arising from the Minutes;**

 ***Highway Issues:***

 Puddle at junction Swallow Walk/Nightingale Avenue;

 Some work has been done by LCC but more needs to be done.

**Asset Maintenance Improvement:**

 ***Green Spaces Maintenance***;

 ***Watering new trees;.***

 Following a period of very dry weather, and after discussion between the clerk and

 chairman it had been agreed to ask M & BG to water the new trees. The trees were

 watered on 24th April by M & BG at a cost of £135.00, We have received another

 quote for watering from M. Hewitt and the cost was £260. This is almost double

 the M & BG quote.

 ***Work at The Leys***:

 Chris Betts is going to remove the buddlea roots from site.

 ***Other Assets***:

 ***Wildlife site – Wildlife Area***:

 It had been agreed at the previous PC meeting to create a wildlife area by developing

 two overgrown vacant plots and put in a pond. There is a lot of rubbish to remove

 and a skip will be required. Councillor Bennett will be the Lead Councillor on this

 project. The Wildlife Group, who are working on this area for the PC will have

 three keys to the allotment site.

 ***Allotment Site – Parking***;

 In order to alleviate car parking issues at the allotment site and on the verges

 outside the main access point it was agreed to provide a simple car parking area on

 two vacant plots adjacent to the site entrance. We have received two quotes for

 creating and surfacing a car parking area. One from Home Farm Heritage for £5900 +

 VAT, and the other from Hathern Construction for £3856. It was confirmed by

 Councillor Murdoch that he had approached two further contractors but eventually

 they declined to quote. After discussion it was agreed to accept the quote from

 Hathern construction. Councillor Dann is to contact the tenant on the adjacent plot

 to explain what work will be taking place.

 ***Re-surfacing of Cemetery Approach Area:***

 This work has now been completed.

 ***Back-stop Netting – Hathern Football Club***.

 The football club want to erect six 5 metre high poles with netting at the

 Pasture Lane end goal mouth to stop the ball going into the lane. After

 having a site meeting we felt that the proposed height should be lowered to

 4 metres and the netting is to be removed after every match. Councillor Swift

 has been speaking to the Club Secretary about this issue. The football club

 have now got to get planning permission before any further action can be taken.

 ***Band Room Lease – Hathern Band;***

 Councillor Dann is working with Moss solicitors to sort out the lease. The original

 lease was never amended when two further extensions were added to the Band

 room. The Band have got to register a new set of trustees. The Band have

 informally approached the Parish Council about extending the car park. Councillors

 saw no reason to object at this stage but would need to see a joint proposal from

 the Band and the Football Club. Councillors agreed that this should not form part of

 the current work on the lease.

**Hathern Herald**;

 ***Editorship;***

 Councillor Dann is stepping down as Editor of the Herald. It was agreed that we

 contract out the editorial process. We have got a quote from Headache Graphic Design to

 produce the Hathern Herald, doing the management, layout design and printing of the

 Herald at a cost of £2900 for 4 editions per annum. We agreed to give HGD the contract

 for 1 year. Councillors Bennett and Clayton will liaise with Ben to check the content before

 it goes to the printers. Councillor Dann will speak to Hyphen has they have done the

 graphic work for us over the last few years.

**Daisy Bank;**

 At long last we are making some progress. The Certificate of Practical completion was

 signed on 10th March, 2021. Councillor Dann is now in communication with David Ward

 from William Davis. A virtual meeting is to be arranged with CBC so that we can ask for

 some guidance on how the Adoption Process works. Councillor Dann suggested that

 other councillors should attend this meeting – Councillor Clayton offered to attend

 and we are to ask Councillor Boyes if he would also like to attend. We will have to get

 our solicitors involved at some stage.

**Community Support:**

 ***Grounds Hire Application – HVA:***

 We have received a request to hire out The Park from 27th May to 31st May for the

 Big Weekend Event. All the relevant licences and Risk Assessments re covid have been

 carried out and the Cricket Club have been informed. It was voted on 3 Councillors

 agreed it could go ahead and there were two abstensions. (declared interest).

 ***Hathern Together Funding Application***:

 The HVA have applied for a grant towards paying the cost of the Insurance Premium

 for putting on the Big weekend events. The cost is £294. It was agreed to fund this

 application.

**Councillor Vacancy:**

 It was agreed to put up a new notice advertising the vacancy with a deadline of

 18th June, 2021.

**Financial Matters;**

 ***On-line Banking;***

 Councillor Clayton said that the new bank is still waiting for information from Barclays

 but it should be sorted within the next 10 days.

 ***Insurance:***

 At the last meeting we paid our annual insurance premium. We took out a 3 year

 contract with BHIB and that ended in May 2021. We have now taken out a new

 contract and we have had to pay and extra £46.00 The Chairman and the Clerk

 paid this amount using our emergency powers.

 ***Signing of the Income & Expenditure documents for 20/21 Accounts***;

 The Chairman signed the Income & Expenditure Book and also the AGAR forms

 for 20/21.

**Planning Matters**:

 There is one for Matthew Trigg Close that needs commenting on.

**Correspondence**:

 Permission was granted for a poly-tunnel to be erected on Plot 1.

 A thank you letter was received from Hathern school for the donation of goal posts,

 An application for two headstones to be erected in Hathern cemetery was approved.

 A quote was received from M. & BG. to carry out asset work when Chris Betts is unable

 to work. The cost would £75.00 per week to carry out weekly work and £75.00

 to carry out monthly inspections. We are to look into alternative ways this work can be

 carried out i.e. another person doing a ROSPA course and who can do the work.

 We have received an e-mail from a resident on Old Way regarding the conifer trees on the

 corner. We have to request LCC to cut them back every year. However they are

 so overgrown that they are now causing a danger to pedestrians and motorists. We are

 to forward this e-mail to Councillor Newton to see if she can get involved.

**Accounts for Payment;**

 The following invoices were approved and payment made:

 C. Betts 3 months asset work 470.00

 M. & BG Ltd., Tree surgery work 3960.00

 M & BG Ltd Monthly contract work 797.50

 M & BG Ltd New cheque last one lost in post 797.51

 AA Locksmiths 12 keys/12 key tags 61.20

 SLCC Annual membership 130.00

 Hathern Youth club Donation for Easter event 206.40

 Aspire New cheque last one lost in post 165.60

 M. Spencer Clerks expenses – 3 months 153.26

 M. Garton Internal auditors fee 105.00

 K. Lawson Gardening work 260.00

**Highways & Footpaths;**

 Councillor Murdoch is to speak to M & BG about cutting the grass at The Leys as it

 does not seem to be getting cut.

 Meeting closed at 9.05 p.m.