

Please note that these are draft minutes until approved at the next Parish Council meeting.



MINTING AND GAUTBY PARISH COUNCIL

The minutes of the

Minting and Gautby Parish Council

Held on

Friday, 4th December 2015 at Gautby Village Hall at 16.00

Present

Chairman Cllr. J Heselwood, Cllr. J Laver, Cllr. J Stuchfield and Cllr. G Bell.
One member of the public.

1. **Chairman's Remarks.** The Chairman welcomed everyone to the meeting.
2. **Apologies for Absence**
 - a. Apologies were received from Cllr Keys and Cllr Padfield due to work commitments. Councillors accepted the reasons for their apologies.
3. **Declarations of Disclosable Pecuniary Interests under the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 made under the s.30 of the Localism Act 2011**
 - a. None.
4. **Approval and Signing of Minutes.**
 - a. The Chair requested any corrections to the Minutes of the Parish Council meeting, held on November 17, 2015. No corrections were required. It was proposed by Cllr Laver, seconded by Cllr. Stuchfield and agreed by all that the minutes were a correct record of the November 17th, 2015 meeting. The Chair duly signed the Minutes as a true record.
5. **Financial Matters**
 - a. **To approve payments to be made by the Parish Council.**

The Chair read out the list of expenditure since the November 17th meeting. It was proposed by Cllr. Stuchfield, seconded by Cllr. Bell and agreed by all to make the payments below:

Date	Payee	Details	Voucher No	Cheque No	Expend (inc VAT)
04/12/2015	EKM Ltd	Gautby grass Cutting	V27	658	240.00

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04/12/2015	Councillors Expenses	Heritage kiosk lights	V28	659	7.98
04/12/2015	Councillors Expenses	laptop keyboard	V29	661	4.49
04/12/2015	Mrs V Brown	Stamps	V30	662	10.80

b. Clerk to confirm insurance position regarding defibrillators.

The Clerk read out the email received from the insurers, Came & Co, where they confirmed that they could insure the defibrillators, likely costs and the fact that they would be happy to insure an AED unit if it were attached to a private house, should it be the decision of the council to site it on one.

c. Proposal to amend the Siting of AED Equipment Agreement by agreeing to review the amount and method of reimbursement for electricity at the Annual Parish Meeting.

All Councillors were given a copy of the amended siting of AED equipment and the Chair highlighted the amendment, namely addition of payment of a figure of 80p per month to be invoiced to the Parish Council before the Annual Parish meeting each year, at which meeting the monthly figure to be reviewed. The Chair advised that the 80p per month figure was provided by Steve Pratten of EMAS, as the average monthly electricity costs. It was proposed by Cllr Stuchfield, seconded by Cllr Laver and agreed by all to accept this amendment of the agreement.

d. Representative of Gautby Village Hall to sign the agreement for the siting of the defibrillator at Gautby Village Hall.

The agreement was duly signed by Cllr. Heselwood as a representative of Gautby Village Hall committee and the Clerk on behalf of Minting & Gautby Parish Council.

e. Council to review where to site the Minting defibrillator as there are two sites to consider and arrange for the signing of the Siting of AED Equipment Agreement for that site.

Councillors were provided with a copy of an email from the Directors of the Sebastopol Inn, offering to site a defibrillator on the outside of their premises. However, the Council had previously decided to site the Minting defibrillator outside the Clerk's home address, which is also central in the village and provides easy of access for the Clerk to carry out routine maintenance checks. On balance, Councillors decided to maintain their original decision, while acknowledging the kind offer made by the Sebastopol. Councillor Laver proposed, Cllr Stuchfield seconded and all agreed to authorise the Chair (in lieu of the Clerk) to sign the siting agreement at Cornerways, on behalf of the Parish Council. The agreement was duly signed.

f. To agree to send a letter of thanks to all parties who have offered a potential site for a defibrillator.

It was agreed by all for the Clerk to write accordingly.

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g. Discuss the financial position of the defibrillator fund, following the grant offer and latest fundraising and to decide how to fund any shortfall.

The Chair advised that in total £2360 is required for the 2 AED units and their cabinets. To date, fundraising totals £682; a District Councillors Grant of £200 from Councillor Hoyes has been confirmed this week, Bardney Clays have just raised £60 and the ELDC grant is for £1180. This leaves just under £240 to fund. The Parish Council's crowdfunding page has been re-opened for donations, and another option being explored is the Lincolnshire Community Foundation which now administers the money from the Ashton-Bashford Charities. However, this funding may not be available. The Chair therefore requested that the parish council lend the defibrillator fund the balance required to complete the purchase for 6 months. In the meantime, fundraising can continue to raise the extra required, such as a raffle and refreshments at the CPR training to be held once the equipment is installed.

It was proposed by Cllr. Stuchfield, seconded by Cllr Laver and agreed by all for the Parish Council to lend the defibrillator fund the delta amount (less than £300), for the purchase of 2 AED units and boxes and installation costs, with a view to fundraising (a raffle etc) as soon as possible. This is to allow the project to move forward as quickly as possible.

h. To formally accept the offer of an ELDC Large Community Grant for the purchase of defibrillators and authorise the Clerk to sign the acceptance letter in order for ELDC to send the Parish Council a grant authorisation letter.

Councillors were given a copy of the ELDC grant letter and the Chair read through all the conditions. It was noted that the purchase must be made in the first instance and then the costs reclaimed from ELDC. Councillors agreed that while normally it would be a nice gesture to invite Councillor Hoyes and Councillor Gray to the "unveiling" of the AED's once they are installed, in this case, wide publicity may bring the danger of theft. Instead, the AED's locations will be advertised more locally and a notice put in Minting Village Hall. It was proposed by Cllr. Laver, seconded by Cllr. Stuchfield and agreed by all to accept the ELDC Grant offer and to authorise the Clerk to sign the paperwork accordingly and to write and thank both councillors for their support.

i. To authorise the Parish Clerk to contact EMAS to purchase and install the defibrillators, arrange CPR training dates and to undertake actions as necessary to meet the conditions of the ELDC grant.

It was proposed by Cllr. Bell, seconded by Cllr. Stuchfield and agreed by all to authorise the Parish Clerk to undertake the above.

6. To receive reports from the Clerk and Councillors on matters outstanding and not on the agenda with feedback after this

The Clerk provided Councillors with a copy of Victoria Atkins MP's constituency survey. It was agreed to put this on the agenda for the next meeting, with a view to writing to Ms Atkins with feedback after this.

7. To suggest agenda items for the next meeting on 19th January 2016 at Minting Village Hall.

Constituency survey

Meeting closed at 4.45pm

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