

North Thoresby, Grainsby & Waithe

Minutes of the Parish Council Meeting

Monday 3rd October 2022 at 7:00pm

Present: Clerk: Tony Shaw
Councillors: Knight (Chair), Kuzemczak, Howard, Wyatt and Burnett

In Attendance: District Cllr Smith
Several residents

01:10/22 Declarations of Interest:

- a) To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.
- b) To note dispensations given to any member of the council in respect of the agenda items listed below.

None.

02:10/22 Apologies for Absence:

To receive any apologies sent to the Clerk from Members not able to attend the meeting.

None.

03:10/22 Minutes of the Previous Meeting(s):

To approve the minutes of the meeting on Monday 5th September 2022.

RESOLVED: Minutes approved.

04:10/22 Open Forum including District & County Councillor Reports:

- a) Feedback received from two residents on the proposed sites for the Speed Signs on Station Road.
- b) Comments received from one resident about a memorial plaque for Dave Barnet.
- c) Letter received from Pop-In Club regarding the Parish Council's recent donation of £200.
- d) Verbal report received from District Cllr Smith.

Exclusion of Press and Public:

To consider passing a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that public and press be excluded from the meeting for the matters set out below on the grounds that it could involve the likely disclosure of private and confidential information.

05:10/22 Resident Engagement:

To discuss a recent matter involving a member of the public.

RESOLVED: Clerk to send letter to a resident.

Press and Public were permitted to re-join the meeting at this point.

06:10/22 Finance & Governance:

a) To approve payment of accounts to 3rd October 2022.

RESOLVED: All items on the Schedule of Payments below approved for payment.

Payee	Item	Amount inc. VAT	Evidence	Paid	By
A.P. Services	Repair leaking water pump	145.04	Invoice		BACS
Anglian Water	Public Toilets Water Bill (15 Jun to 14 Sep)	39.44	Bill	30/09/22	DD
Anglian Water	Village Hall Water Bill (15 Jun to 14 Sep)	108.78	Bill	30/09/22	DD
Antony Shaw	Reimburse - Christmas Tree (Jubilee Grant)	499.99	Invoice		BACS
Antony Shaw	Reimburse - Toilet Seats for Village Hall	80.50	Invoice		BACS
Antony Shaw	Wages for October	XXX.XX	Payroll		BACS
BT	Village Hall Broadband (Bill 20.09.2022)	41.94	Bill		DD
EE	Mobile Phone (Bill 18.10.2022)	8.74	Bill		DD
Expert Security Systems	GDPR Certificate for Village Hall CCTV	45.00	Invoice		BACS
ICO	GDPR Annual Registration	40.00	Email		DD
John Wilson	Wages for October	XXX.XX	Payroll		BACS
Lindsey Garden Products	Gravel for the Village Hall	150.00	Invoice	27/09/22	Debit Card
Live & Local	Performance Fee for Bush Gothic	338.40	Invoice		BACS
Office Friends	Confidential Waste Sacks x 10	59.64	Invoice		BACS
PKF Littlejohn	Fee for External Audit	240.00	Invoice		BACS
Scribe Accounts	Annual Software License Fee	345.60	Invoice		BACS

b) To receive a Bank Reconciliation for September 2022.

Bank reconciliation received and signed off by the Chair.

c) To receive a year-to-date Budget Report.

Cost Centre report from Scribe reviewed by Cllrs. No queries raised.

d) To receive an updated Financial Summary and Forecast for 2022-23.

Latest financial summary and forecast reviewed by Cllrs. No queries raised.

e) To receive AGAR external auditor report.

Clerk noted receipt of a final report from PKF Littlejohn for 2021-22. This is published on the Parish Council's website and on the Village Hall noticeboard.

f) Proposal to adopt the latest Standing Orders, as published by LALC

RESOLVED: Latest Standing Orders to be adopted.

07:10/22 Action Sheet:

To receive an updated action sheet and resolve any actions.

Action sheet noted with updates.

08:10/22 Civility & Respect Pledge:

a) Chair to sign the Civility & Respect certificate.

Civility & Respect Pledge Certificate signed by the Chair.

b) To review each component of the pledge and note any actions required to achieve compliance.

All components of the pledge were reviewed and the Council deemed itself compliant. Where pledge commitments were required, these were made.

09:10/22 Vintage Weekend:

Proposal from Cllr Knight to work with Ludborough Railway to revive the Vintage Weekend.

Chair deferred this proposal to the next meeting, to allow time for information gathering.

10:10/22 Memorial Plaque Repairs:

Proposal from Cllr Kuzemczak to seek quotations for repairs to the plaque lettering. Grant funding for this has already been received.

RESOLVED: Clerk to seek quotes from stone masons for repairs to the plaque lettering.

11:10/22 Memorial Bench:

To receive a proposal from the Events Committee for a funded bench. Permission sought for its installation in the Memorial Garden.

RESOLVED: Permission granted. Clerk to confirm with Events Committee and advise of pre-requisite conditions for its installation.

a) Consent from the next of kin should be obtained for the wording on the bench.

b) The bench should be mounted on slabs.

c) The contractor installing the bench should have a minimum of 5 million liability insurance.

12:10/22 Remembrance Day:

a) Proposal from Cllr Kuzemczak to apply for grant funding to purchase a portable PA system. This to be made available for community use.

RESOLVED: Clerk to submit application for grant funding to the Events Committee.

b) To agree Remembrance Day arrangements.

RESOLVED: Permission granted for a resident to lay the wreath in the Memorial Gardens.

RESOLVED: Clerk to contact the Church and request a meeting to discuss Remembrance Day arrangements.

13:10/22 Cyden Homes Meeting:

a) To receive a resident's comments on the latest plan proposal

Comments received from a resident. Clerk confirmed the resident has been signposted how to submit these to ELDC Planning.

b) To choose a date for a public meeting with Cyden Homes.

RESOLVED: Date for a public meeting set as Thursday 20th October at 7pm in the Village Hall.

14:10/22 LCC Highways Liaison:

To receive a report from Cllr Wyatt re discussions and progress on Highways maintenance.

RESOLVED: Clerk to liaise with Cllr Wyatt and request a village walkaround from Cllr Richard Davies, executive councillor for Highways at Lincolnshire County Council.

15:10/22 Parish Council Newsletter:

To discuss dates for the newsletter, agree the look, and identify any Cllr contributions.

Cllr Burnett set a deadline of October 14th from Cllr contributions.

16:10/22 Christmas Lights Switch On:

To note discussions with the Events Committee and finalise plans for the Parish Council event.

Children from the school will be invited to attend the Village Hall on 1st December to sing.

Proposal – 4pm start with Children singing, 5pm lights switch on, refreshments to follow.

RESOLVED: Clerk to contact the School Head to ask about the children's attendance on 1st December.

17:10/22 Correspondence:

a) To receive resident comments on the new Noticeboard Policy.

Comments received but the Parish Council's standing order 7a) prevents the item from being discussed again until a period of 6 months has passed. The earliest opportunity to revisit this would be March 2023.

Invitation from the Events Committee to fund a new fixed noticeboard were noted.

RESOLVED: Clerk to respond and advise the originator of these comments about the Parish Council's standing order.

RESOLVED: Clerk to submit a grant application to the Events Committee for a new fixed noticeboard.

b) To receive an email from the Events Committee regarding Christmas Carol Concert.

Proposal for a Christmas Carol Concert on Sunday 4th December was noted.

c) To receive resident comments on the latest Beanlands proposal for Ludborough Road.

This was received under agenda item 13:10/22 a).

d) To receive correspondence from the Events Committee regarding Newsletter publications.

This was received under agenda item 15:10/22.

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18:10/22 Personnel:

a) To note any overtime hours worked.

Clerk informed council that a total of 26.5 hours overtime have been worked in the past 4 weeks.

b) To consider proposal for a Pension scheme.

RESOLVED: Permission granted for the Clerk to join the LGPS pension scheme.

The meeting closed at 8:50pm