

# Draft Minutes of the North Thoresby, Grainsby & Waithe Parish Council Meeting held at North Thoresby Village Hall on Monday 4<sup>th</sup> April 2022 at 7.00PM

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**Present:** Councillors: Knight (Chairman), Kuzemczak, Burnett and Wyatt

**In attendance:** ELDC District Cllr Aldridge and 2 members of the public.

## **01:04/22      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.  
None
- b) To note dispensations given to any member of the council in respect of the agenda items listed below.  
None

## **02:04/22      Apologies for Absence:**

To receive any apologies sent to the Clerk from Members not able to attend the meeting.  
None received.

## **03:04/22      Minutes of the Previous Meeting(s):**

To approve the minutes of the meeting of Monday 7<sup>th</sup> March 2022 and the extraordinary meeting of Monday 14<sup>th</sup> March 2022.

## **04:04/22      Open Forum:**

A member of the public addressed the Parish Council on the village broadband project and potential idea for alternative energy.

## **05:04/22      District & County Councillor Reports:**

To receive any relevant LCC/ELDC reports.

Cllr Aldridge provided a verbal report.

## **06:04/22      Action Sheet:**

To receive an updated action sheet and resolve any actions.

The action sheet was noted.

## **07:04/22      Finance & Governance:**

- a) To approve payment of accounts to 4<sup>th</sup> April 2022.

**RESOLVED:** The following payments were approved for payment.

| <u>Ref</u> | <u>Payee</u> | <u>Item</u>                     | <u>Amount payable</u> |
|------------|--------------|---------------------------------|-----------------------|
|            | Z Snell      | Backpay Pay Award Apr 21-Feb 22 | £XXXX                 |

Date:

Signed:

| <u>Ref</u> | <u>Payee</u>            | <u>Item</u>                                      | <u>Amount payable</u> |
|------------|-------------------------|--|-----------------------|
|            | J Wilson                | Wages February                                   | £XXXX                 |
|            | Woodpecker Trees        | Tree Work  | £2400.00              |
|            | Live & Local            | Ma Bessie's Prohibition Party Concert<br>25/6/21 | £329.00               |
|            | Office Friends          | Desk and Computer Chair                          | £343.20               |
|            | Expert Security Systems | CCTV Cameras x 5                                 | £1150.00              |
|            | Viking Direct           | Office Supplies                                  | £195.25               |
|            | D Bedlow                | Hedge Cutting Mapletoft                          | £60.00                |
|            | NT Football Club        | Grass Cutting Mapletoft – March x 2              | £100.00               |
| DD         | Wave Anglian Water      | Water Bill Village Hall                          | £117.73               |
| DD         | Wave Anglian Water      | Water Bill Public Toilets                        | £34.33                |

b) To note acting clerk will submit completed DPI forms to ELDC.

Councillors present completed Declaration of Interest forms.

c) To consider draft HR Policies (disciplinary, grievance, equality & diversity, antibullying and harassment, whistleblowing, annual leave, sickness absence, homeworking, flexible working, lone working, emergency dependents leave and performance improvement policies).

**RESOLVED: The policies were adopted with a Personnel Committee review meeting later in the month.**

To note acting clerk has cancelled Zoom direct debit.

The cancellation was noted.

#### **08:04/22 Planning:**

None received.

#### **09:04/22 Best Kept Village/Environmental Working Group:**

a) To agree terms of reference for an Environmental Group.

**RESOLVED: The terms of reference were approved, and Cllrs Knight and Kuzemczak expressed an interest in joining the group.**

b) To agree entry to Best Kept Village 2022

**RESOLVED: Entry to the CPRE Northern Region Best Kept Village was agreed at a cost of £40.00**

Date:

Signed:

**10:04/22 Community Speedwatch:**

To receive a report from Cllr Wyatt and consider quotations for mobile vehicle-activated speed sign.

Cllr Wyatt had met with a representative from the Road Safety Partnership and two sites had been identified on Station Road for mobile speed activation signs.

**RESOLVED: To defer to a future meeting once quotations have been received.**

**11:04/22 Play Park:**

- a) To receive an email from Team Sport and Play Ltd. and agree updated quotation.

**RESOLVED: A revised quotation of £4075.72 inc. VAT from Team Sport and Play was approved.**

- b) To resolve the issue of emptying the litter bins on the Playpark and Memorial Garden.

**RESOLVED: Deferred to a future meeting to allow options to be explored.**

- c) To note award of ELDC Councillor's Community Grant Scheme - £350 towards Mapletoft Shelter.

**RESOLVED: The grant will be added to an Ear Marked Reserve for a Play Area Shelter.**

- d) To receive an email from a member of the public regarding the Play Park.

A member of the public had raised concerns regarding the proximity of a shelter to residential properties. The Parish Council agreed that any shelter needed to be installed away from residential properties to protect the amenity and privacy of residents.

**RESOLVED: The Clerk will reply to the member of the public.**

**12:04/22 Platinum Jubilee:**

- a) To agree expenditure of £165 for a bouncy castle.

**RESOLVED: Expenditure of £165.00 on a bouncy castle was agreed.**

- b) To receive an email from a member of the public regarding a Platinum Jubilee tree.

A member of the public had emailed the Parish Council to suggest a Platinum Jubilee Tree.

**RESOLVED: The Parish Council will liaise with the Environment Working Group regarding the type and location of tree that would be suitable to plant.**

- c) To note Awards for All grant application submitted as urgent due to March 31<sup>st</sup> deadline.

It was noted that the Clerk had applied for a National Lottery grant for village celebrations to mark the Queen's Platinum Jubilee.

**13:04/22 Website:**

To consider renewal of the LALC website service.

**RESOLVED: To renew the LALC website service at an annual cost of £150.00**

**14:04/22 Email Addresses:**

- a) To receive a legal briefing regarding councillor email addresses.

Date:

Signed:

A NALC legal briefing regarding the importance of councillors having dedicated email addresses was noted

- b) To receive any quotations for provision of councillor/staff email addresses.

**RESOLVED: A quotation was accepted from Cloud Next for a Gov.uk domain at a cost of £110 + VAT every two years, and gov.uk emails for councillors and staff at a cost of £49.99 + VAT per year.**

**15:04/22 Scribe:**

To receive an estimate and agree expenditure for Scribe to bring the accounts up to date to the end of March 2022.

**RESOLVED: An estimate from Scribe of £130 was approved.**

**16:04/22 Village Hall:**

- a) To consider any quotations for external (woodwork) painting.

**RESOLVED: A quotation of £1515.00 inc. VAT from Tony Shaw was accepted.**

- b) To consider any quotations for electrical work.

**RESOLVED: A quotation of £965.16 from E-Lec Ltd was accepted.**

- c) To approve expenditure of estimated £2544 inc. VAT for village hall committee room ceiling – work agreed by acting clerk due to urgent health and safety risk of damaged ceiling.

**RESOLVED: The estimate of £2544 from EG Clarke Properties was approved.**

- d) To note award of ELDC Councillor's Community Grant Scheme - £250 towards village hall improvements. To consider applying for additional funding for village clock and/or installation of bike racks, or to agree any other action.

**RESOLVED: The Clerk to apply to the North Thoresby Events Group Grant Fund towards the clock or bike racks.**

**17:04/22 Waithe BT Phone Box:**

To receive a response from ELDC to the Parish Council's formal complaint regarding the removal of the phone box at Waithe.

**RESOLVED: To defer to a future meeting as the Clerk is awaiting a further response.**

**18:04/22 Annual Parish Meeting:**

To agree a date for the Annual Parish Meeting.

**RESOLVED: The Annual Parish Meeting will take place on Monday 23<sup>rd</sup> May 2022 at the Village Hall.**

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.

Date:

Signed:

**RESOLVED: To exclude the press and public.**

*All members of the public left the meeting.*

**19:03/22 Personnel:**

To discuss the vacancy for Clerk/RFO and resolve any action.

**RESOLVED: To re-advertise the vacancy of Clerk/Responsible Financial Officer with a closing date of 16<sup>th</sup> April 2022.**

*The meeting closed at 9.14PM*

Date:

Signed: