



North Thoresby, Grainsby & Waithes Parish Council

North Thoresby Village Hall, The Square, North Thoresby, DN36 5QL

Summons & Agenda

Dear Councillor,

You are hereby summoned to attend an ordinary meeting of North Thoresby Parish Council, which will be held in **North Thoresby Village Hall on Monday 5th August 2024**, commencing at **7.00pm**

Meetings are open to the public by virtue of the Public Bodies Admissions to Meetings Act 1960 section 1 unless the presence is prejudicial to the public interest (section 2). Members of the public wishing to speak during the Open Forum are asked to contact the Clerk in advance of the meeting if possible.

Jill Davis

Jill Davis

Locum Proper Officer to North Thoresby, Grainsby & Waithes Parish Council

31st July 2024

1. Chair's Welcome

- a) The meeting will be recorded.
- b) Safety announcement.
- c) Introduction of Jill Davis

2. Apologies for Absence

- a) To receive apologies.
- b) To approve reasons for absence given by Councillors.

3. 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.

4. Adoption of Previous Minutes

To adopt the minutes of the meeting on Monday 1st of July 2024

5. Public Open Forum – 30 Minutes

Members of the public can ask questions or make short statements to the council. Open Forum shall not exceed 30 minutes unless directed by the Chair. If possible, please forward questions to the clerk before the meeting.

6. District Council Update

- a) To receive updates from any attending District Councillor.
- b) For Cllr Aldridge to present information concerning the nuclear Waste Disposal Site at Theddlethorpe
- c) For the council to consider any action concerning item 6.b

7. County Council Update

To receive updates from any attending County Councillor.

8. Chairman's Report:

- a) For the council to receive an update concerning the defibrillators
- b) For the council to receive an update concerning the Village Free Library
- c) For the council to receive an update from the History Club

9. Clerk's Report:

- a) BT have been contacted re outstanding Invoices – Invoices to be considered for approval once received.
- b) Wave – water supplier. Details have been updated
- c) ICO. Details have been updated
- d) Inspection of the 2023 -2024 Accounts – 2 local electors have exercised their right to formally inspect the accounts.
- e) Inspection of 2023 -2024 ended on the 2nd of August 2024
- f) One Freedom of Information Request received. The request has been complied with and the matter is now closed.

10. Finance Matters:

- a) For the council to approve the Annual Invoice from Expert Security systems for £460.00 for the annual CCTV inspection and maintenance.
- b) For the council to consider approving up to 10 hours handover from the previous locum clerk to support Jill Davis when/if required. £170.00
- c) For the council to ratify the purchase of ceiling tiles for the Village Hall by Cllr Goodwin £34.70
- d) To inform the council the invoice for Parish Election Fees has been received £48.50

11. Planning Matters:

- a) For the council to note the approval of section 73 Application – Blaydon House, Church Lane. DN36 5QG.

12. Administration Matters:

- a) For the council to consider implementing a Notice Board Policy. If approved the Clerk to have the draft available for the September Meeting
- b) For the council to consider requesting the clerk to prepare a paper exploring the opportunity of having a PC Facebook Page. If approved, clerk to present at the September meeting.
- c) For the council to considering adopting the signature strip

13. Public Toilets Information:

- a) For Cllr Bunn to update the council concerning funding options
- b) For the council to consider any outstanding matters prior to opening of the toilets
- c) For the council to consider approving the opening of the toilets on a 3-month trial

14. Village Hall/ Village Matters:

- a) For the council to consider any actions from the update provided by members
- b) For the council to consider requesting a keyholder policy (outstanding from July meeting)
- c) For the council to consider exploring the opportunity of a Management Committee for the Village Hall.
- d) For the council to consider any actions from the update from members concerning the hedges in the parish
- e) For council to consider any the recent Sports Club Break-in and to consider any action (Cllr Butters)

15. Employment Matters:

- a) To ratify Jill Davis as the Locum Proper Officer. (Locum Parish Clerk Jill Davis approved in July. Minuted 15.a appointment)
- b) To approve Jill Davis as the Locum Responsible Officer in accordance with Section 151 of the Local Government Act 1972 (from the 15th of July 2024) (d) (financial administration), the Council has

appointed a person (the Locum Clerk) to be responsible for the administration of the financial affairs of the relevant authority.

- c) For the council to approve the NJC Mileage rate of £0.55p per mile when applicable
- d) For the council to considering approving the printing costs form the paper submitted
- e) For the council to note – the first pay slip will be produced at the end of August and for the monthly salary to approved at the September meeting

16. Co-option Matters: To receive written applications for the office of Parish Councillor and to co-opt a candidate to fill the existing vacancy.

- a) For the council to consider an application.

17. Payments – August 2024:

Date:	Item Number:	Invoice Name:	Reason for Payment:	Sub Total:	Vat:	Total:
31/07/2024	1	Mr Wilson	July Salary	£702.00		£702.00
10/07/2024	2	Expert Security systems	CCTV	£460.00		£460.00
17/07/2024	3	Bullivant & Company Ltd	Electrical work – Village Hall	£420.00	£84.00	£504.00
30/06/2024	4	Thoresby Homecare Centre	Work required at the Village Hall	£41.59	£8.32	£49.91
23/07/2024	5	Platers Fencing and Garden Buildings	Fencing at the Village Hall	£199.17	£39.83	£239.00
10/07/2024	6	East Lindsey DC	Parish Election Fees	£48.50		£48.50
01/07/2024	7	Cllr Colin Goodwin	Ceiling Tiles for the Village Hall	£28.92	£5.78	£34.70
			TOTAL:	£1900.18	£137.93	£2038.11

18. Next Meeting Date

- a) To note the next meeting is scheduled for Monday 2nd of September 2024
- b) Deadline Date for items for the agenda – Friday 23rd of August 2024

19. Temporary exclusion of press and public: Pursuant to the Public Bodies (Admission at Meetings Act 1960. (The Public and Press be excluded from the meeting due to the confidential nature of the business to be discussed) Consideration and reason required:

20. Employment Matters:

- a) For the council to consider approving the Locum Clerks Terms of Employment
- b) For the council to consider any actions from the supporting paper attached.
- c) For the council to approve the New Starter details for Jill Davis
- d) For the council to ratify the Terms of Employment for the Caretaker.