



North Thoresby, Grainsby & Waithe 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 2nd of September 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 & Waite Parish Council

28th of August 2024

1. Chair's Welcome

- a) The meeting may be recorded.
- b) Safety announcement.
- c) Introduction of Cllr Emily Bakes

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 5th of August 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

To receive updates from any attending District Councillor.

7. County Council Update

To receive updates from any attending County Councillor.

8. Chairman's Report:

- a) The overgrown hedge near to the GP Surgery has been cut back.
- b) To update the council concerning 'Teddy Bears Picnic' and to approve any considerations from the update.
- c) The Little Library
- d) To update the council on grant applications
- e) To update the council on the defibrillator matters

9. Clerk's Report:

- a) Unity Trust Bank – From the 22/09/2024 charges will now be added monthly rather than quarterly.
- b) Bank Reconciliations – Will be updated for the October 2024 Meeting
- c) Internal Audit Report 2023 -2024 – Will be itemised at the October Meeting.
- d) All members DPI forms have been uploaded to East Lindsey District Council's website.
- e) To update the council with the information concerning dedicated PC email addresses and disclaimers.

10. Finance Matters:

- a) For the council to approve the quarterly invoice from Tulip Healthcare £68.64.
- b) For the council to note the following information for the Unity Trust Bank: Two Inputters: Cllrs Bunn and Orrill. Two Authorisers: Cllrs Goodwin and Butters.
- c) For the council to considering approving stationery items to the value of £20.00 (folders and dividers)
- d) For the council to approve the total final Invoice payment to BT of £323.17.
- e) For the council to note once the BT invoice has been paid the account will be closed.
- f) For the council to consider approving the request from a member of the public for a breakdown of the £693.00 from the 2022 – 2023 (Village Hall) and the cost implication of the request for the clerk's time.

11. Planning Matters:

- a) For the council to consider comments for the following application:
N/133/01254/24. Planning Permission. Alterations to existing dwelling to convert existing integral garage to additional living accommodation and erection of a detached double garage.
Comments needed by 14/09/2024.
- b) For the council to consider comments for the following application:
N/133/01255/24. Planning Permission. Change of use of existing store building to provide 2no. holiday cottages and the siting of 1no. secure container.
Comments needed by 18/10/2024
- c) For the council to note. Full Planning Permission:
N/133/007414/24. Change of use of existing dwelling to form a children's home. 11TH July 2024
- d) For the council to note. Approval of Section 73:
N/133/00989/24. Section 73 application to vary condition no 2 (approved plans) previously approved under N/133/00103/20 for the erection of 2no. detached dormer bungalows. 2ND August 2024
- e) For the council to consider any comments for the discharge of conditions:
N/133/00420/24/DC. Land at Ludborough Road, North Thoresby.
- f) For the council to consider requesting the clerk to request a meeting between the parish council and developer with a view to minimising the impact of the development on the parish
- g) For the council to consider appointing a Parish Councillor to liaise with the developer (depending on 11.f) and to report to the council as required.
- h) For the council to consider a group Zoom/Teams training session with the Locum Clerk concerning Planning/S106 matters.
- i) For the council to consider comments for the following application:
N/133/00864/24. Planning Permission. Consent to Display 2no. externally illuminated free standing, single sided signs (works complete).
Comments needed by the 18th of September 2024.

12. Administration Matters:

- a) For the council to consider implementing a Notice Board Policy. (Deferred from August 2024)
- b) For the council to consider approving the draft Facebook Policy and decide upon the next stage.

- c) For the council to consider for the clerk to produce a Draft Grants Policy before considering any applications.
- d) For the council to consider the draft amended Co-option Policy and Application Form.
- e) For the council to consider approving the Standing Orders due to the changes in procurement levels.

13. Public Toilets Information:

- a) For Cllr Goodwin to update the council concerning the opening of the Public Toilets
- b) For the council to consider any actions from the update provided by Cllr Goodwin
- c) For the council to consider completing a Health and Safety Risk Assessment prior to the Public toilets being opened.

14. Village Hall Matters/ Village Matters:

- a) For the council to consider requesting the clerk to contact the previous Council concerning the whereabouts of the title deeds for the Village Hall
- b) For the council to consider requesting a keyholder policy (outstanding from July meeting)
- c) For the council to consider requesting the clerk to contact highways concerning a weight restriction for Whites Road
- d) For the council to consider upgrading the current SID's to incorporate the speeds of vehicles.
- e) For the council to consider any action concerning the state of the Pinfold Sign
- f) To inform the council that the PAT TEST for the Village was booked for 27th of August
- g) To inform the council that the caretaker is on annual leave from the 13th – 20th of September
- h) For the council to consider the annual Boiler Service £80.00 +VAT
- i) For the council to approve the following items Legionella Test Kit and Water Probe for the Village Hall
- j) For the council to consider a request from a member of the public to provide fitness classes in the Village Hall. 2 free hours charge has been requested.
- k) For the council to consider allowing the events committee to use the Village Hall FOC for the Horticultural Show Saturday 14th of September
- l) For the council to consider a request to hold a wedding reception on 30th of November – please see the supporting papers.
- m) For the council to consider any actions for the Remembrance Day 2024
- n) For the council to consider allowing the YMCA to use the Village Hall FOC for an Energy Saving Workshop drop-in session.
- o) For the council to consider appointing Cllr Goodwin to maintain council assets where the value of the asset is not impacted.
- p) For the council to discuss the grass cutting standard in the parish and to request the clerk to contact KC Landscapes (Cllr Goodwin)

15. Employment Matters:

- a) For the council to note Jill Davis has Opted Out of the Council's Pension scheme
- b) For the council to consider approving the overtime for the Locum Clerk for July 2024 – 9 hours
- c) For the council to consider approving the clerk's expenses for July/August (11/08) 2024 £135.62
- d) For the council to approving the Working from Home Allowance for Jill Davis @ £6.00 per week

16. Play Park Matters:

- a) For the council to consider approving the RoSPA Play Safety Invoice £117.60
- b) For the council to consider any actions from the Play Park annual report.
- c) For the council to consider the frequency of the checks
- d) For the council to consider Cllr Goodwin to be responsible for checking of the play equipment on a monthly basis

17. Payments – September 2024:

Invoice Name:	Reason for Payment:	Sub Total:	Vat:	Total:
Jill Davis	August Salary	£570.64		£570.64

	(15/07/2024 - 31/08/2024)			
Playsafety Limited	Play Equipment Checks	£98.00	£19.60	£117.60
Kev Gladding	Painting the Outdoor Library	£150.00		£150.00
Tulip Healthcare	Quarterly Invoice	£57.20	£11.44	£68.64
Thoresby Homecare Centre	Repairs items for the Village Hall	£32.48	£6.50	£38.98
Lincolnshire Association of Local Councils	Annual Conference – Two Cllrs attended	£80.00	£16.00	£96.00
Mr A Shaw	Support to the PC	£136.00		£136.00
Jill Davis	Expenses (15/07 - 11/08)	£135.62		£135.62
BT	Invoice dated 4/05/2024	£48.51	£9.70	£58.21
BT	Invoice dated 01/06/2024	£88.51	£9.70	£98.21
BT	Invoice dated 02/07/2024	£88.51	£9.70	£98.21
BT	Final Invoice 13/07/2024	£57.12	£11.42	£68.54
Mr Wilson	August 2024 Salary	£702.00		£702.00
HMRC	August 2024 Payment	£142.60		£142.60
	TOTAL:	£2387.19	£94.06	£2481.25

To note the Parish Council will receive copies of invoices via email

18. Next Meeting Date

- a) To note the next meeting is scheduled for Monday 7th of October 2024
- b) Deadline Date for items for the agenda – Friday 27th of September 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 any actions from the paper submitted concerning an ongoing issue