



North Thoresby, Grainsby & Waithe Parish Council

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

Ordinary Minutes

Monday 2nd of September 2024
7.00pm

Present:

Chair	Colin Goodwin
Councillors	Keith Butters (Vice Chair), Helen Willerton, Mick Orrill and Emily Bakes
District Councillor	Terry Aldridge
Public	10 members of the public
Locum Parish Clerk	Jill Davis (via telephone)

1. Chair's Welcome 24/21

The Chairman opened the meeting at 7.00pm and welcomed everyone. The Chairman informed everyone that the meeting may be recorded and of the safety measures in the Village Hall. The Chairman introduced Emily Bakes – a new Parish Councillor.

2. Apologies for Absence 24/22

- a) To receive apologies.
Cllr Bunn - Illness
- b) To approve reasons for absence given by Councillors.
Cllr Bunn's reason was approved by the Parish Council.

3. Declarations of Interest 24/23

- 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 declared
- b) To note dispensations given to any member of the council in respect of the agenda items listed below.
None requested

4. Approval of Previous Minutes 24/24

To approve the minutes of the meeting on Monday 5th of August 2024.

Resolved. The minutes of the meeting held on the 5th of August 2024 were approved by the council as being a true record. In favour 4, abstention 2. The chairman signed the minutes.

5. Public Open Forum – 30 Minutes 24/25

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.

A Member of the public informed the Parish Council that Holton-Le-Clay has a Neighbourhood Plan in

Place. The member of the public also informed the Parish Council that there were several discharges of conditions relating to the Beanlands development on the East Lindsey District Council's planning portal. The Chairman thanked the member of the public for their comments and explained that the Beanlands development would be discussed later on the agenda.

A member of the public raised concerns regarding speed issues in the parish.

6. District Council Update: 24/26

To receive updates from any attending District Councillor.

Cllr Aldridge delivered the following report:

Planning Committee meeting taking place within the next few weeks

Planning policy team had not met for 3 months. The next meeting is planned for September 2024.

He has previously raised concerns the Beanlands development with the Planning Committee

7. County Council Update: 24/27

To receive updates from any attending County Councillor.

No report received.

8. Chairman's Report: 24/28

a) The overgrown hedge near to the GP Surgery has been cut back.

Cllr Goodwin reported that the overgrown hedge at the GP Surgery has been cut back.

b) To update the council concerning 'Teddy Bears Picnic'.

Cllr Goodwin reported that the event did not take place in September. The member of the public will request for the event to take place at a later date.

c) The Little Library

Cllr Goodwin reported that the Little Library was open, painted and being used by the community.

d) To update the council on grant applications

Cllr Goodwin reported on the training he had recently attended and would be looking at opportunities for grants.

e) To update the council on the defibrillator matters

Cllr Goodwin reported that there may be a potential site for the defib in Waithe. Also, if the defibs were to be placed outside heated cabinets would need to be purchased and are approximately £600.00 each.

9. Clerk's Report: 24/29

a) Unity Trust Bank – From the 22/09/2024 charges will now be added monthly rather than quarterly.

The clerk reported of the changes with Unity Bank. The charges are now to be implemented monthly.

b) Bank Reconciliations – Will be updated for the October 2024 Meeting

The clerk reported the bank reconciliations will be available for consideration at the October meeting.

c) Internal Audit Report 2023 -2024 – Will be itemised at the October Meeting.

The clerk reported the Internal Audit Report will be reviewed at the October meeting.

d) All members DPI forms have been uploaded to East Lindsey District Council's website.

The clerk reported the DPI forms have been uploaded to East Lindsey District Councils website

e) To update the council with the information concerning dedicated PC email addresses and disclaimers.

The council agreed to ensure that all dedicated emails and disclaimers will be in place by the 30th of September.

10. Finance Matters: 24/30

a) For the council to approve the quarterly invoice from Tulip Healthcare £68.64.

Resolved. The council approved the motion

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.

To minute: Cllrs Orrill and Bunn are inputters to Unity Bank

To minute: Cllrs Goodwin and Butters are authorised payers to Unity Bank

c) For the council to considering approving stationery items to the value of £20.00 (folders and dividers)

- Resolved. The council approved the motion
- d) For the council to approve the total final Invoice payment to BT of £323.17.
Resolved. The council approved the motion
- e) For the council to note once the BT invoice has been paid the account will be closed.
The clerk reported once the BT invoices are 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.
The item was discussed. The council requested for the member of the public to raise a Freedom of Information request should the member of public want the information. The clerk to inform the member of the public.

11. Planning Matters: 24/31

- 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.
Support without comments
- 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
The council agreed to visit the site and the application is to be considered at the October PC Meeting
- 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
The council noted the decision.
- 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
The council noted the item
- e) For the council to consider any comments for the discharge of conditions:
N/133/00420/24/DC. Land at Ludborough Road, North Thoresby.
The item was discussed. The council approved the comments made by a member of the public to be submitted by the Parish Council.
- 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
Resolved. The clerk to contact the developer
- 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.
Resolved. The council approved Councillors Goodwin and Butters to liaise with the developers and report back to the council as required.
For the council to consider a group Zoom/Teams training session with the Locum Clerk concerning Planning/S106 matters.
Resolved. The council approved the motion
- h) 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.
Objected. Concerns regarding the signs being illuminated to oncoming traffic and the danger that may cause.

12. Administration Matters: 24/32

- a) For the council to consider implementing a Notice Board Policy. (Deferred from August 2024)
The item is to be monitored and will be itemised when required.
- b) For the council to consider approving the draft Facebook Policy and decide upon the next stage.

The council approved the draft policy by a majority. In favour 4, 1 abstention.

The council approved for the administrators to be Cllrs Emily Bakes and Colin Goodwin.

Further items to be discussed at the October meeting.

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

13. Public Toilets Information: 24/33

- a) For Cllr Goodwin to update the council concerning the opening of the Public Toilets
Cllr Goodwin reported that at the moment the toilets cannot be opened as a risk assessment and other items need to be in place.
- b) For the council to consider any actions from the update provided by Cllr Goodwin
See 13.a
- c) For the council to consider completing a Health and Safety Risk Assessment prior to the Public toilets being opened.
Resolved. The item was approved.

14. Village Hall Matters/ Village Matters: 24/34

- 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
The item was withdrawn.
- b) For the council to consider requesting a keyholder policy (outstanding from July meeting)
Resolved. The council approved the motion. The clerk to action.
- c) For the council to consider requesting the clerk to contact highways concerning a weight restriction for Whites Road
Resolved. The council approved the request and asked the clerk to contact highways.
- d) For the council to consider upgrading the current SID's to incorporate the speeds of vehicles.
Cllr Goodwin informed the council of the ongoing speed issues and has requested a quotation to upgrade the SID's from the manufacturers. The item will be discussed once the quotation has been received.
- e) For the council to consider any action concerning the state of the Pinfold Sign
The item was discussed. Cllr Goodwin also reported that the History Club were looking to replace signs around the parish and may in time request a grant.
Resolved for Cllr Goodwin to complete a repair to the Pinfold Sign if needed. However, no charge to the PC.
- f) To inform the council that the PAT TEST for the Village was booked for 27th of August
Cllr Goodwin informed the council that the PAT Test had taken place on the 27th of August and there was one fail.
- g) To inform the council that the caretaker is on annual leave from the 13th – 20th of September
Cllr Goodwin informed the council that the caretaker is on leave from the 13th – 20th September.
- h) For the council to consider the annual Boiler Service £80.00 +VAT
Resolved. The council approved the motion. The clerk to action
- i) For the council to approve the following items Legionella Test Kit and Water Probe for the Village Hall
Resolved. The council approved the purchase of the test kit at £39.00 and the water probe purchase was withdrawn.
- 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.
The item was discussed. Resolved the council approved a block booking of 5 classes and the 6th class will be free. The clerk to inform to inform the member of the public.
- k) For the council to consider allowing the events committee to use the Village Hall FOC for the Horticultural Show Saturday 14th of September
Resolved. The council approved the motion.

- l) For the council to consider a request to hold a wedding reception on 30th of November – please see the supporting papers.
The item was withdrawn
- m) For the council to consider any actions for the Remembrance Day 2024
The council discussed and resolved the following:
A budget of £80.00
Two wreaths to be purchased – Clerk to action
Refreshments to be served in the Village Hall after the event at the memorial. Council to organise Poppy blanket to be hung on the railings.
- n) For the council to consider allowing the YMCA to use the Village Hall FOC for an Energy Saving Workshop drop-in session.
Resolved. The council approved the request. Cllr Goodwin to organise
- o) For the council to consider appointing Cllr Goodwin to maintain council assets where the value of the asset is not impacted.
Resolved. Cllr Goodwin was mandated to maintain council’s assets where there is no value to the repair and no payment required.
- p) For the council to discuss the grass cutting standard in the parish and to request the clerk to contact KC Landscapes (Cllr Goodwin)
Cllr Goodwin raised concerns regarding the grass cutting service. The council approved for the clerk to contact the contractor.

15. Employment Matters: 24/35

- a) For the council to note Jill Davis has Opted Out of the Council’s Pension scheme
The council noted 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
Resolved. The council approved the motion
- c) For the council to consider approving the clerk’s expenses for July/August (11/08) 2024 £135.62
Resolved. The council approved the motion.
- d) For the council to approving the Working from Home Allowance for Jill Davis @ £6.00 per week
Resolved. The council approved the motion.

16. Play Park Matters: 24/36

- a) For the council to consider approving the RoSPA Play Safety Invoice £117.60
Resolved. The council approved the motion.
- b) For the council to consider any actions from the Play Park annual report.
Cllr Goodwin requested himself and the caretaker to check the play park against the report.
Resolved. The council approved the request.
- c) For the council to consider the frequency of the checks
Resolved. The council approved 2-weekly checks
- d) For the council to consider Cllr Goodwin to be responsible for checking of the play equipment on a monthly basis
Resolved. The council approved Cllr Goodwin and the caretaker to complete 2 weekly checks.

17. Payments – September 2024: 24/37

Invoice Name:	Reason for Payment:	Sub Total:	Vat:	Total:
Jill Davis	August Salary (15/07/2024 - 31/08/2024)	£570.64		£570.64
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

One further item was presented for payment after the publication of the agenda.

The Pat Man – PAT TEST -Village Hall.	£86.00	£86.00
TOTAL	£2473.19	£2473.19

Cllrs Goodwin and Butters will approve the payments and all the council will receive copies of the September invoices.

18. Next Meeting Date 24/38

- To note the next meeting is scheduled for Monday 7th of October 2024
 - Deadline Date for items for the agenda – Friday 27th of September 2024
- The Chairman reminded the council of the date of the next PC meeting and the deadline date.

19. Temporary exclusion of press and public: 24/39 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: Approved by the council

20. Employment Matters: 24/40

- For the council to consider any actions from the paper submitted concerning an ongoing issue
The matter was discussed and further information was requested. The clerk to action.

With no further business to transact, the Chairman thanked everyone for attending and closed the meeting at 9.00pm.

Signed:.....Cllr Colin Goodwin

Dated:.....7th of October 2024

The minutes were approved by the Parish Council at the PC meeting held on the 7th of October 2024