

Kirkby La Thorpe Parish Council

Minutes for Annual Parish Council Meeting held on 12 May 2022 at 7.30 PM

Location: St Denys' Church, Kirkby La Thorpe

MINUTES

- (i) Public Comment.
- It was reported that the Church roof work has started; all the money has been received including a significant villager donation. It will take 6-7 weeks to complete and there will be no services during the work. The guttering has been refurbished. The replacement is a Stainless steel derivative.
 - The village is not expecting a replacement incumbent vicar – there is not enough money.
- (ii) Report from District Councillor Mervyn Head.
- There has been a revamping of planning and scrutiny committees – they have been rationalised.
 - Central Lincs Local Plan: is now entering the final consultation period. There was some discussion about renewable energy options and the impact on agriculture and the downstream supply chain.
- (iii) Report from County Councillor Andrew Key.
- Cllr Key reported he was on two scrutiny committees – there is challenge on the funding side which has a knock-on effect on to highways projects.
 - Layby on Boston Road is still an issue – both waste dumping and destructive parking by lorries – temporary solution for concrete bollards is still not in place. Both District and County Councillors stated they would chase.
 - Evedon Road is significantly uneven with trip hazards, etc. (highways programme – Heckington division – has a website to check on projects upcoming).
 - Mount Lane path, road and bridge subsidence could still be a problem. Inspections are still happening – the Parish Council requested an update.

Present: Cllrs White (Chairman), Parker, Denton, Flannery; D Daly (Clerk); County Cllr Key; District Cllr Head; 1 member of the public for the public session only.

Welcome.

- The Chairman opened the meeting at 19:49.

STATUTORY ITEMS

- 055/22 Election of Chairman.
- It was RESOLVED to appoint Cllr White as Chairman. The acceptance of office form was duly signed.
- 056/22 Election of Vice Chairman.
- It was RESOLVED to appoint Cllr Parker as Vice Chairman.
- 057/22 To receive and agree apologies for absence.
- It was noted the absence of Cllrs Bridgen and Morris.
- 058/22 To receive disclosures of pecuniary and non-pecuniary interests, pursuant to section 31 of the Localism Act 2011, and applications for dispensation from Councillors on matters considered at this meeting. - None.

- 059/22 To determine which items on the agenda, if any, require the exclusion of public and press under the Public Bodies (Admissions to Meetings) Act 1960 1 (2) and resolve to exclude public and press for these items.
- Item 082/22 has confidential matters relating to staff and therefore public and press must be excluded.

POLICY & PROCESS

- 060/22 To review and approve the Code of Conduct.
- It was RESOLVED to approve the document as circulated.
- 061/22 To review and approve the Financial Regulations.
- It was RESOLVED to approve the document as circulated.
- 062/22 To review and approve the Pay Policy.
- It was RESOLVED to approve the document as circulated.
- 063/22 To review and approve the Safeguarding Policy.
- It was RESOLVED to approve the document as circulated.
- 064/22 Agree Ordinary meeting dates for 2022-23.
- It was RESOLVED to move the meetings to the 2nd Wednesday of respective months.
- 065/22 To review and agree the Asset Register.
- It was RESOLVED to approve the document process and format as circulated. It was further RESOLVED to get an up to date value of the play park - Cllr White will progress. It was further RESOLVED to review the contents of the asset register around the values.
- 066/22 To review and agree the Insurance cover.
- Based on the quotes received it was RESOLVED to select Zurich as the Parish Council Insurer for the forthcoming year.

MEETINGS

- 067/22 To receive the Minutes of the Ordinary Meeting of the Parish Council on 10th March 2022 for approval.
- It was RESOLVED to approve the Minutes as circulated.

FINANCE

- 068/22 Presentation of Year-End Accounts.
- It was RESOLVED to accept the document as circulated.
- 069/22 Presentation of Bank Reconciliation.
- It was RESOLVED to accept the document as circulated.
- 070/22 To note content of the internal auditors report.
- The Internal Audit Report was noted and subsequent actions will be reported to the Council.
- 071/22 To note the accounting variances.
- It was RESOLVED to accept the document as circulated.

- 072/22 Review and agree the Certificate of Exemption (for the Annual Governance and Audit Return - AGAR)
- It was RESOLVED to approve the document as circulated. The document was signed.
- 073/22 Review and agree the Annual Governance Statement (AGAR Part 2 Section 1)
- It was RESOLVED to approve the document as circulated. The document was signed.
- 074/22 Review and agree the Accounting Statements for 2020/21 (AGAR Part 2 Section 2)
- It was RESOLVED to approve the document as circulated. The document was signed.
- 075/22 To present the periods accounts, bank reconciliation and approve the accounts for payment.
- It was RESOLVED to accept the documents as circulated. The bank reconciliation and accounts for payment document were signed.

GENERAL

- 076/22 To discuss and agree next steps for High Speed Broadband.
- Full fibre has been installed in last few weeks in the local area.
- 077/22 To discuss and agree next steps for Defibrillator and associated training.
- There are videos for the use of defibrillators – Cllr Parker will identify and supply to the Clerk who will place them on the website.
- 078/22 To receive update, discuss and agree next steps for the Queens Platinum Jubilee celebrations.
- There has not been much take-up for a funded celebration in Milton Way or Hoplands areas. 500 x 4-page A4 leaflet are to be printed and distributed informing all of the events and facilities over the celebration period. There is a possibility that Councillors may attend school for defibrillator awareness. School to invoice £75 for use of establishment. Oak Trees are to be purchased by Cllr White, within the funding limits, together with associated plaques at Mount Lane play-park, Church Lane, Hoplands and Milton Way – local senior residents to assist the planting celebration. Insurance cover for the celebration events will be paid at £48. Bunting will be £20. The lantern is to be placed on the national register.
- 079/22 To discuss and approve Councillor and Staff training. - None.
- 080/22 To discuss and agree longer term financial strategy for the Council.
- It was RESOLVED to set up a Finance Committee.
- 081/22 To discuss and agree the next steps regarding repair of notice boards.
- Great Hale have an example of new notice board; It was RESOLVED to get quotes for the fixing and replacement of the Milton Way noticeboard. Cllr White committed to gain a quote for the repair.

STAFFING MATTERS

- 082/22 To discuss and agree Clerk's remuneration in relation to award of CILCA qualification.
- It was RESOLVED to defer this item for an Extraordinary meeting to be held on Tuesday, 24th May - to include the implementation of the Finance Committee and a recently received Planning Application.

CLOSE

083/22

To note further agenda items and arrangements for the next meeting (14th July 2022).

- There were no other items identified for the July meeting.

- Cllr Carl Denton handed in his resignation for reasons of him needing time to dedicate to his study; He offered to continue to maintain the defibrillators; and the Chairman thanked Carl on behalf of the Parish Council and the residents for the time and efforts he has put into the role and wished him well for the future.

Meeting Close - 22:56