

To Sign.

WOOLSTHORPE by BELVOIR PARISH COUNCIL

Minutes of Woolsthorpe by Belvoir ***Annual Meeting of the Parish Council***

Date: Monday 22nd May 2017

Venue: Woolsthorpe Social Club at 7.30 p.m.

Councillors present G. Ward (Chairman)
P. Hammond (Vice Chairman)
J. Barber
M. Bradshaw
T. Packer
A. Ablewhite

Also present County Cllr M. Whittington

Mrs Emma Wilson (RFO & Clerk)

Meeting Opened: 7.30 pm

1. **Election of Chairman** – Councillor Barber nominated Councillor Ward as a candidate for Chairman, which was seconded by Councillor Hammond. There were no other candidates and Councillor Ward confirmed his standing. The motion was passed by resolution of the Council. The Chair duly completed and signed his declaration of acceptance of office, which was then signed by the Clerk.
2. **Election of Vice Chairman** – Councillor Ward nominated Councillor Hammond as a candidate for Vice-Chairman, which was seconded by Councillor Barber. There were no other candidates and Councillor Hammond confirmed his standing and the motion was passed by resolution of the Council. The Vice-Chair duly completed and signed his declaration of acceptance of office, which was then signed by the Clerk.

The clerk then handed out Register of Members Interest forms to all parish councillors and requested they be completed and returned on or before the next meeting in June for 2017/18.

Action; All Councillors to complete and comply.

3. **Apologies** – received from District Cllr H. Westropp, District Cllr P. Bosworth and Cllr J. Salmon; the reasons for their absence were noted and accepted.
4. **Chairman's Remarks** – The chairman welcomed all to the Annual Meeting of the Parish Council and thanked everyone for their attendance
5. **Declaration of interest** – Nil
6. **To approve minutes of meeting held on the 24/04/17** – The draft minutes having been circulated prior to the meeting were agreed to be a true and accurate record and were passed by resolution of the Council. Those Members who were not at the meeting abstained from the vote. The minutes were duly signed and dated accordingly by the Chairman.

Following on from approval reference was made to the following from last month's clerks report:-

6c Risk Assessment/Standing Orders & Policies – Cllr Packer confirmed he had been working on updating the draft Risk assessment with a view to sharing it at the next meeting. He commented we need to concentrate particularly on employees risk and contracts.

Action: - Clerk to contact LALC for advice about contracts for the community cleaner; Clerk and Cllr Packer to liaise regarding the Risk assessment documentation.

7. Clerks Report

- a. Insurance Review/Decision on change – Clerk gave detail of the insurance options available. Existing Insurer (Aon) £567.95 Community Lincs. £443.34 If council were happy to proceed with Community Lincs this would be an annual saving of £124.61 per annum. The council agreed unanimously to opt for Community Lincs.
Action: - Clerk to confirm with Community Lincs and send payment.
 - b. Bank balance update & Year End Accounts/Audit –balance as at 05/05/17 £7409.10.
 - i. Remittance for Community Cleaner rec'd at £390-00 on 04/05/17
 - ii. Email sent to Mr Randall for record of hours to enable payment.
 - iii. Reconciliation to be supplied at Junes meeting end 1st quarter.
 - iv. Audit/Annual Return to be reviewed and approved at Junes meeting.
 - c. Internet banking access – still in process after having sent off minutes showing approval.
 - d. Risk Assessment/Standing Orders & Policies – to update at June meeting with Cllr Packer
 - e. Highways updates
Clerk gave the following information to the meeting – information from Highways & LRS
 - i. Bent speed post. Ref 101000188792 & Installation of post Sedgebrook Rd Ref 101000188794
This report has been marked as repaired/replaced, which indicates that at this time a job has been placed for a standard response to repair in the future. Unfortunately we cannot give an exact timescale at this moment.
 - ii Clerk also spoke with Alison Garfoot from Lincs Road Safety. She sent out an application form to Cllr Hammond in January this year but says she had not received it back. She is checking with Highways in case it's already on the list to be done and if not will send out a further application direct.
 - iii Ref Unsatisfactory Repairs – Cliffe Hill – Clerk confirmed she had forwarded information about e i, ii and iii to Cllr Mark Whittington; he advised the council he would request a 1-1 meeting with Rowan Smith to discuss all of the above highways issues and report back.
 - f. Anglian Water Inspection - Clerk confirmed council there would be an inspection by Anglian Water at Cemetery, Cobleas – 24th May 9-30 am.
 - g. Naming of the Conversion of former Hunt Stables – clerk confirmed reply had been sent to SKDC. Cllr Hammons confirmed he had published the background information on Sir Gilbert Greenall on website
8. **Playground Update** – Cllr P Hammond confirmed inspections were carried out 6th & 19th May as per his report; Safety surface needs weeds spraying off, waste bin needs emptying and the area under swings is waterlogged and needs digging over. It was queried if litter picking in the playground and emptying the bin was the responsibility of the SKDC or the Community Cleaner. Cllr Barber reports that the replacement bird spikes are now in situ.
Action: - Clerk to contact SKDC for advice about emptying the bin
Action: - Cllr Barber to dig over area under swings to help water displacement
Action: - Cllr Ablewhite to empty the litter bin
9. **Overgrown tree on Rectory Lane** – Cllr Barber highlighted that the tree had now grown out approx. 7ft from the wall. Cllr Ward confirmed Grace had agreed to action the cutting back as soon as possible.
10. **Overgrown tree at Dry Bridge** –Cllr Ward confirmed he had spoken to Mr Crossland who had agreed to cut back the tree at Dry Bridge.

11. Correspondence – The clerk read out the following to the meeting:

- a. Resilient Communities conference 2017
- b. Invitation to Conference - Building Stronger Communities in Lincolnshire
- c. Parliamentary Election – 8 June 2017 Notice of election
- d. SKDC Parish Update – emailed out 16/05/17
- e. Clerks & Councils Direct Magazine
- f. LALC News

12. Planning – Nil

13. Accounts for payment

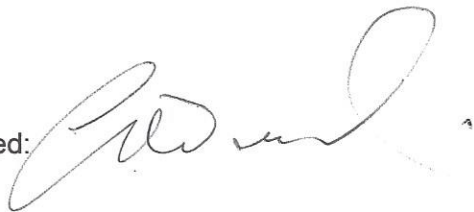
- a. Room Hire £10-00 (cheque 100849)
- b. Community Lincs £443-34 (cheque 100850)
- c. Clerks Expense & Salary £148-61 (cheque 100851)
- d. S Woodward.Grass Cut £70-00 (cheque 100852)

14. Any other business

- a. It was noted that excess water is running again down Main Street from the spring.
- b. Cllr Hammond commented that he was looking at the possibility of having a Parish Council presence on Facebook as an additional media platform to our parish website

There being no further business the meeting closed at 8.30 p.m.

Signed:



Date:

26/6/17.