

**Minutes of the Annual Parish Council Meeting of Tattershall with Thorpe Parish Council held on Tuesday 14<sup>th</sup> May 2019 at 7.15pm in Tattershall Village Hall.**

There were no members of the public present. Councillors Mrs Kay, Mrs Harvey, Mr Brown (Chair), Mr Langley, Mr Leggate, Mr Fletcher, Mr Coulber, Mr Eldridge, Mrs Taylor, D Cllrs Mr Avison & Mr Foster and C Cllr Mr Ashton plus clerk Mrs K Elliott.

7.15pm - **Public Forum:** The Chairman welcomed everyone to the meeting and footpath to Carr Woods was discussed as there are two fallen trees along the old railway line. This is to be reported to the Woodland Trust.

Declaration of acceptance of Office forms and Disclosure of Pecuniary Interest forms were all signed before the start of the meeting.

2019/001 **Election of Officers**

- a) **Chairman** – It was proposed, seconded and RESOLVED that Mr N Brown be elected as Chairman. It is noted that Mr Brown has been in position for 6 years and others should consider taking on this role.
- b) **Vice Chairman** – It was proposed, seconded and RESOLVED that Mr A Fletcher be elected as Vice Chairman.
- c) **Responsible Finance Officer** – It was proposed, seconded and RESOLVED that Mrs C Dawson be elected as RFO
- d) **Tree Warden** – It was proposed, seconded and RESOLVED that Mr N Leggate be appointed as Tree Warden.
- e) **Safety Officers/Flood Wardens** – It was proposed, seconded and RESOLVED that Mr Barrack, Mr Shaw and Mr Harness are appointed as Safety Officers and Flood Wardens.

2019/002 **Appointment of members to committees**

- a) **Finance & General Purposes**
- b) **Planning and**
- c) **Public Amenities**

All members completed the committee form and were appointed.

2019/003 **Chairman's Report** – NB thanked everyone for their attendance and reiterated some points raised earlier this evening alongside thanking in particular Mrs Shaw for her time and service to the parish council. Members are encouraged to find suitable candidates to fill the four vacant positions on the council.

2019/004 **Apologies** – The parish clerk reported that apologies for absence with valid reasons given had been received from Mrs Dawson & Mr Edwards and it was proposed, seconded, voted and RESOLVED that apologies be noted with valid reasons for absence being accepted.

2019/005 **To Receive Declarations of Interest under the Localism Act 2011** – There was one received from Cllr Fletcher for item 15.

2019/006 **To approve as a correct record the Notes of the meeting of the Council** – It was proposed, seconded, voted and RESOLVED unanimously that the official minutes of the last meeting held on 2<sup>nd</sup> April 2019 having been previously circulated were approved as a true record of the minutes, Chairman signed and dated.

2019/007 **Reports from District and County Councillors, Police and any other outside agencies** – The meeting received a report from Cllr Foster and Cllr Avison on District Council matters, the first meeting of the new council will be held next week and it is hoped to keep council tax low. Mr Ashton, County Councillor gave his report which has restricted content due to the ongoing purdah. Highways budget is £66 million again this year which it is hoped

Chairman :

date:

will continue to restore road quality in our county. Trading standards are working hard in the Skegness area and the Environment Agency are preparing for a rise in global temperatures and how to address coastal flooding.

2019/008 **Written Acknowledgement** – Following discussion it was RESOLVED that the clerk write appropriate and bespoke letters to all outgoing councillors.

2019/009 **Vacancies** – we can co-opt now and vacancies will be advertised. Written expressions of interest should be addressed to the clerk and will be considered at the next parish council meeting. [TA left at 7.40pm]

2019/010 **Clerks report on correspondence and matters outstanding:**

- a) **Village Spring Clean** – on Monday 20<sup>th</sup> May at 6pm. The clerk will contact ELDC to arrange collection of the filled bags. It is also noted that the lamp posts are dirty and cleaning of them is to be discussed at the June meeting.
- b) **Community Campervan Project** – the meeting discussed this project and more information is required as to what is on offer and whether this overlaps with facilities already available in Tattershall. It was proposed that the clerk contacts Coningsby Town Council for further liaison.
- c) **RBL Service 6/6/19** – the Chairman confirmed he is able to attend this event.
- d) **Annual Reception at RAF Coningsby** – the Chairman confirmed he is able to attend this event.

2019/011 **S106 Market Place Conservation Area** - The clerk was able to confirm that ELDC will be getting the works re-costed and then signed off by the portfolio holder, when in post. This should be done soon.

Cleaning of the lamp posts in the Market Place is to be put onto the June agenda and the clerk was requested to write to C Cllr T Ashton to request an update on the Clinton Park Link footpath.

2019/012 **To receive report on Community Led Housing Scheme** – the clerk advised that there is nothing to report currently.

2019/013 **Parish Council Insurance Renewal** – the quote for renewal is £532.45 and following discussion this was proposed, seconded and RESOLVED.

2019/014 **To consider tree work proposal** – this is for trees at Tattershall Castle and following discussion it was proposed, seconded and RESOLVED to support this work.

2019/015 **Service Level Agreement with LALC** – for information.

2019/016 **Renewal of CPRE Membership** – it was proposed, seconded and RESOLVED to renew this membership.

2019/017 **Scrub Land on Castleview** – the meeting discussed this matter and the exact location of the issue which has been discussed at previous parish council meetings. It was confirmed that the land is unregistered title and the parish council have no powers to deal with this. However, the meeting asked the clerk to respond to the resident and also contact ELDC to enquire if they had any powers to act from an environmental health perspective.

2019/018 **Best Kept Garden Competition** – the clerk will be handing out areas for first round judging at the June meeting as in previous years and finalists will be judged over the summer with the presentation at the September meeting.

2019/019 **Planning Matters:**

Chairman :

date:

- a) Planning appeal: S/035/01833/19 – The Stables, Sinclair’s Mill, Belle Isle, Dogdyke. This matter is outside our parish boundary; however the meeting discussed whether any further comments are to be made on this matter. D Cllr Foster was able to give further details on this appeal and those present RESOLVED that no further comments are to be made.

2019/020 **Financial Matters:** to authorise the signing of cheques and to note income for this month.

The clerk was asked to leave the meeting at this point.

- a) Recommendations from clerk’s appraisal – were unanimously approved and RESOLVED for the increase in hourly rate to £11.91 (SCP 24)
- b) Clerk’s home working allowance – 1 against and 7 in favour of this payment, RESOLVED. The clerk rejoined the meeting.
- c) Report from RFO – this will be given at the June meeting.
- d) Internal Audit – the clerk has made contact with the new internal auditor and a convenient meeting date is to be organised.
- e) External Audit documents will be reviewed and signed at the June meeting, when the RFO is present.
- f) **Payment of Accounts** – see attached and circulated accounts sheet and bank reconciliation. Members were advised of the list of payments and it was proposed, seconded, voted and RESOLVED that payments were made to the sum of £20,977.30 including VAT and there was £10,451.00 income for the month.

2019/021 **Reports from Outside meetings** – AF reported that the village hall committee have upgraded the heating including installing two new boilers and they also have two new committee members. The Tattershall Thorpe Annual Assembly had a very interesting talk on Mustard Gas.

2019/022 **Items for next agenda are to include a Police Panel report and a Community Speed Watch update.**

- a) **Full Council Meeting** – it was proposed, seconded, voted and RESOLVED that this will be on Tuesday 4<sup>th</sup> June 2019 at 7.15pm at the Village Hall.

Apologies were given for the June meeting from Mr Langley, Mr Eldridge and Mr Avison.

There being no further business the meeting closed at 8.35 pm.

Chairman :

date: