

MINUTES OF THE COMBINED ANNUAL PARISH COUNCIL MEETING OF BILSBY & FARLESTHORPE

HELD AT HOLY TRINITY CHURCH

ON THURSDAY 12TH MAY 2022

Present: Cllrs Cooper (Chair); Morley; Wilson-Brown; L Gaston, N Gaston, Curtis

No members of the public were present at the meeting.

Mrs M Hoad, Parish Clerk took the minutes.

PART A

333 APOLIGIES FOR ABSENCE

Apologies had been received from Cllr Willoughby, Cllr Marsh (ELDC), Cllr Devereux (ELDC) and Cllr Matthews (LCC) did not attend. It was resolved to accept all reasons for absence and to grant a dispensation to Cllr Willoughby as she had been unable to attend three meetings in a row due to a conflict of commitments.

334 ELECTION OF THE CHAIRMAN OF THE COUNCIL

Cllr Cooper indicated willingness to continue as Chairman for the forthcoming year unless any other nominations were received. Cllr Morley nominated Cllr Cooper for the position of Chair and this this was seconded by Cllr L Gaston and **resolved by all**. Cllr Cooper signed her declaration of acceptance.

335 ELECTION OF THE VICE CHAIRMAN OF THE COUNCIL

Cllr Gaston had indicated her willingness to continue to support the Chair in the role of Vice Chairman. Cllr Morley nominated Cllr Gaston for the role as Vice Chairman this was seconded by Cllr Cooper and **resolved by all**.

336 ELECTION OF REPRESENTATIVES FOR CLERKS PERSONNEL COMMITTEE

It was generally acknowledged that the Chairman should not sit on the personnel committee To act as a point of appeal for the Clerk if required. Cllr L Gaston and Cllr Wilson-Brown agreed to stand for this committee and their appointment was **resolved by all**.

PART B

337 CHAIRMAN'S WELCOME AND REMARKS

Cllr Cooper welcomed everyone to the second part of the meeting and as there had been no public comments the Chairman opened the meeting for business. The Chairman thanked her fellow Cllrs for their support and in particular Cllr Morley for continuing to maintain the village planters, Cllr Bailey for looking after the phone box in Farlesthorne and Cllr N Gaston for maintaining and re-positioning the reactive speed sign.

338 DECLARATIONS OF INTEREST

There were no declarations of pecuniary interest from Parish Councillors, however Cllr Cooper advised of a personal interest in planning application N/016/00756/22 – Bray Cottage, being neighbours to the applicant.

339 MINUTES OF THE MEETINGS HELD ON THE 3RD MARCH 2022

It was proposed by Cllr Morley seconded by Cllr Cooper and **resolved by all** that the Chairman sign the minutes of the Council Meeting held on the 3rd March 2022 as a correct record.

340 **MATTERS ARISING FROM 3rd MARCH MEETING**

Cllr Wilson-Brown advised that works had been carried out in Back Lane re the flooding issue. Curb stones had been installed in front of the cottage and repair work had been undertaken to a storm drain. She had also noted the bench refurbishment had been completed and commented on the good quality of the work by Louth Men's Shed. Cllr Cooper had heard from the current officers of B.A.D.G.E. and confirmed that funds for the organisation stood at £28,000. B.A.D.G.E. currently has a lack of members, but any local group wanting to organise an event can approach either Adam Beavers, Thelma Chapman or Gill Marsh of B.A.D.G.E. to apply for community funds to support their activity.

341 **FINANCIAL**

- a. Accounts to be paid/authorised. It was proposed, seconded and **resolved** that the following accounts be paid: Clerks Salary & Expenses for Mar/Apr; HMRC £27.40; Parish Noticeboard Co 50% deposit £372.00; Mrs D Morley plants for planters £63.49; Reedtek Ltd £93.60 – LALC annual renewal 2022/23 £156.44 – authorisation only paid in April 2022.
- b. Budget Statement as at end of April 2022 The budget statement had been circulated by the clerk, it was noted the precept amount of £3800 had been received and **it was resolved** to accept the statement as correct, this was signed by the Chairman.
- c. Completion of 2021/22 Accounts:
 - i. External Audit Exemption Certificate 2021/22 – it was resolved that the Council was exempt from submitting a completed Annual Governance & Review Accountability Return to the external auditor for a limited assurance review on the grounds that it was exempt due to the gross income or gross expenditure was under £25,000 threshold: the signed document would be placed on the Council web site and exemption certificate forwarded to the external auditor.
 - ii. Annual Governance Statement 2021/22 – the document had been circulated and Council was asked to confirm the statement contents individually & it was resolved to approve Section 1 as accurate
 - iii. Statement of Accounts – the document was circulated and duly considered at the meeting & it was resolved that the account statement was correct.
 - iv. Annual Internal Audit Report 2021/22 – The report had been circulated and was read to council; no actions had been identified for consideration and it was resolved to accept the report.
 - v. External Audit – Exercise of Public Rights - Council confirmed the period for the exercise of public rights as required by Regulation 15(2) Accounts & Audit Regulations 2015 as commencing on Monday 13th June 2022 and ending Friday 22nd July 2022; Clerk to place all relevant paperwork on the Parish Council web site by Monday 6th June 2022 to comply and return the exemption certificate to the external auditor.
- d. Annual Mandatory Insurance Policy Renewal – documents had been circulated by the Clerk for review and **it was resolved** to accept the renewal quote from Zurich Insurance and raise the payment for £209.25.

- e. Order Approval for Farlesthorne Noticeboard – A quote and proof design had been circulated by the Clerk and following debate it was resolved to order the new noticeboard from The Parish Noticeboard Co. A 50% deposit payment was authorised of £372.00 to secure the order. The Clerk was asked to obtain some quotes for installation. In addition, Council approved the order of a commemorative jubilee plaque from Cheshire signs to be added to the noticeboard £125 + VAT

342 **ANNUAL PARISH MEETING**

It was resolved that the Annual Parish Meeting should be held at the next meeting date of the Council which would be the 7th of July as due to Jubilee celebrations in June and the Council only meeting bi-monthly this was the earliest date available. The APM would be combined with the monthly Parish Meeting.

343 **PLANNING –**

The following planning applications had been received for review:

- a) N/016/00756/22 – Bray Cottage Asserby Road, Asserby. Extensions to existing dwelling to provide additional living accommodation. Following debate Cllrs voted to support this application. One comment raised was to request that the developer used privacy glass in the planned extension bathroom window.
- b) Manor Farm Cottage, Sutton Road Bilsby - Reinstatement of semi-detached property following fire damage. Following debate, it was resolved to support this application. No further comments were raised.

344 **COMMUNITY PROJECTS**

- a) Bilsby Bench Renovation – Cllrs had acknowledged the return of the bench to the village following refurbishment and commented on the good standard of work carried out.
- b) Farlesthorne Defibrillator – Installation of the new defib had been completed and Cllr Bailey agreed to take responsibility for checking the device. The Clerk would get the new defib registered with EMAS. It was agreed a photo and short write up of the new facility would be undertaken for publicity purposes.
- c) Bilsby Noticeboard Renovation – Council was informed that the noticeboard had been removed for repair to the wooden cabinet and the metal surround to the board would be painted by LMS.
- d) Application for Jubilee Funding – **it was resolved** by all that funding be applied for from ELDC under the Queen’s Jubilee Fund.

345 **HIGHWAYS**

It was noted that the surface of the footpath past the bridge on Alford Road (right-hand side) was broken away and posed a trip hazard. There was also a gap in the iron grating in the gully by the bridge which had been covered over with a sandbag to prevent any accident, however, rain had washed the sand away. The Clerk was asked to report these problems.

346 **MEETING SCHEDULE 2022/23 CIVIC YR**

Council agreed meetings dates of the 1st Thursday of the months of May, July, September, November, January & March. It was noted the meeting date in May 2023 might have to

move due to elections being held at the beginning of that month. Clerk to publish meeting dates.

347 **CORRESPONDENCE**

1. Planning application – 2 Manor Farm Cottages – consulted by email and responses sent to ELDC
2. Tree Work applied for Bilsby House, Alford Road – consultation via email and responses sent to ELDC
3. Quote and proof design from The Parish Notice Board Company for new noticeboard for Farlesthorne circulated to all – added to agenda for approval and deposit payment.
4. Quote for jubilee plaque to be added to new Farlesthorne noticeboard circulated to all and added to agenda for approval.
5. Email sent to Steve Boulton to thank him for inspection of old Farlesthorne noticeboard and quote for refurbishment.
6. Anglian Water Support poster rec from Cllr Marsh and published
7. Confirmation from Linc Road Safety Partnership to extend post on Alford Road to accommodate the speed sign bracket. Copy of insurance cover sent to LRSP.
8. Platinum Jubilee funding email circulated to all – Farlesthorne Notice board identified as possible project for funding.
9. Town & Parish Newsletter circulated to all
10. LALC News Circulated to all
11. Response rec from Jonathan Stockdale regarding footpath 11 Asserby – Huttoft
12. Civic Service for the chairman of ELDC – forwarded to JC and LG
13. Insurance renewal quote received and checked – added to payment sheet for approval
14. Parish Precept received
15. Newsletter from Office of Police & Crime Commissioner rec – circulated to all and published
16. Acolaid case N/016/00330/22 – 2 Manor Farm Cottages planning decision received, approved along with decision explanation letter– circulated to all.
17. Laptop taken for assessment of repair – improvised repair undertaken to continue working.

348 **DISTRICT COUNCIL REPORT & EVERSLEIGH UPDATE**

Cllr Marsh & Cllr Devereux had sent their apologies and there was no further update at this time.

349 **COUNTY COUNCIL REPORT**

Cllr Matthews had not attended the meeting and there was no further update at this time.

350 **ANY OTHER MATTERS/NEXT AGENDA**

Cllr Morley raised the issue of overflowing dog waste bins in Back Lane. The Clerk was asked to check with ELDC re waste collection. Other agenda items outline above.

341a

Accounts for Payment / Authorisation

Meeting

12.05.22

Payee	Net	VAT	Total	Chq.No
Zurich Insurance	209.25	0.00	209.25	100637
Clerks Mar/Apr salary & Expenses	271.10	0.00	271.10	100638
Parish Noticeboard company 50% deposit	310.00	62.00	372.00	100642
HMRC	27.40	0.00	27.40	100639
Mrs D Morley – plants for village planters	63.49	0.0	63.49	100640
Reedtek Ltrd – Laptop repair	78.00	15.60	93.60	100641
LALC sub renewal – authorisation only paid in April 02.04.22	156.44	0.00	156.44	100636

There being no further business the Chairman thanked attendees and closed the meeting at 20.15.
Next meeting Thursday 7th July 2022.

Signed by Chairman.....

Date.....

Signed by Clerk.....

Date.....