

Asterby and Goulceby Parish Council

Notes AMPC 23rd May 2022

Chair: Cllr Mold (JM)

Present: Councillors: Coton (AC), Croft (JC); Wardle (SW)

Absent: Cllr Maplethorpe (BM)

Clerk: M Moss (MM)

0 Member of the public

Public Forum: None

- 1. To elect a Chairman for the forthcoming year and receive their Declaration of Acceptance of Office** - PROPOSED; SECONDED; **RESOLVED** that Cllr Jon Mold be appointed as Chairperson of the Parish Council for the forthcoming year. Declaration of acceptance of was completed and received by the Clerk.
- 2. To elect a Vice Chairman for the forthcoming year and receive their Declaration of Acceptance of Office** - PROPOSED; SECONDED; **RESOLVED** that due to the limited number of councillors wishing to continue on the PC, a Vice Chair would not be elected.
- 3. Chairman's remarks** - The new Chair welcomed everyone to the meeting and thanked councillors for appointing him to the position.
- 4. Apologies for absence and reasons given** – Apologies were received and accepted from BM.
- 5. Declaration of interests and requests for dispensations** - To receive declarations of interest in accordance with the Localism Act 2011 and to consider granting dispensation(s), as per written requests received by the proper officer, to councillors under section 22 of the Act – None declared
- 6. To confirm and sign the minutes of the meeting held on 7th March 2022** - It was PROPOSED; SECONDED; **RESOLVED** that the official minutes of the meeting of the Council held on 7th March 2022 be approved as a correct record and signed by the Chair.
- 7. To receive reports from the Clerk and Councillors on matters outstanding** – It was noted that all actions from the previous meeting had been either completed or included as agenda items, with the exception of changing the standing order for the clerk's salary. AC and SW noted that they would go to the bank together to amend.
- 8. To receive reports from District and County Councillors** – None received
- 9. To receive an overview of the issues reported to highways by Councillors since the last meeting and agree any action** – It was noted that: a pot hole on Shop Lane had been reported; the issue with the road subsidence on Horncastle Rd had not been progressed by highways, despite members of the parish council contacting LCC several times, and that the repaired hole had reappeared. PROPOSED; SECONDED; **RESOLVED** that the parish clerk write to highways expressing our disappointment and asking LCC to provide a date by which the issue will be resolved, or a rationale as to why it is still outstanding.
- 10. To review the quotes for the Asterby End notice board and agree how to proceed** – It was noted that like for like quotes had now been obtained for notice boards in anodised aluminium, green or brown, 8 sheet, single door, posts, header. It was PROPOSED; SECONDED; **RESOLVED** to accept the quote from KBS of £601 plus VAT and that MM should order the notice board. JM noted that he had received a quote from a local tradesperson of £75 to install the notice board. It was noted that per financial regulations the council should strive to obtain 3 quotes, but PROPOSED; SECONDED; **RESOLVED** to make an exception to the regulations

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based on value for money and accept the quote as proposed. It was agreed that JM would secure a written quote for the installation.

11. **To receive and update on the Chalk stream event and agree any further action** – AC noted that it had taken a while for Will Bartle to respond regarding the event and that he cannot fit in an event at the moment. PROPOSED; SECONDED; **RESOLVED** that MM add an agenda item to December's meeting to discuss contacting Mr Bartle again about an event in 2023.
12. **To review the suggestions for how the villages might commemorate the Queens Platinum Jubilee and agree a way forward** – It was noted that: only 1 response had been received from a resident, suggesting a tree; there is no suitable location for a tree on public land; suggestions from councillors included a plaque or planters; a mounted planter on Main St bridge would be an appropriate way to commemorate the jubilee but concerns were raised over who would care for the planter. PROPOSED; SECONDED; **RESOLVED** that MM seek LCC permission to install a self-watering mounted planter on the railings at Main St bridge and JM research costings of such planters. MM to add to the Sept agenda.
13. **To consider planning applications/correspondence –**
 - a - **Planning Application received 23rd March 2022 response date 13th April 2022: N/060/474/22**

APPLICANT: Grange Farms (West Ashby) Limited

PROPOSAL: Planning Permission - Erection of a replacement dwelling. Demolition of existing house and to include the refurbishment of the existing outbuilding and the erection of a detached double garage and store.

LOCATION: MIDDLE FARM, GREEN LANE, HEMINGBY

 - No response sent as determined outside of the parish boundary - noted
 - b – **Planning Application to received 16th March 2022 response date 8th April 2022: N008/2486/21**

APPLICANT: Mr. M. King

PROPOSAL: Planning Permission - Erection of a store to provide animal shelter, feed and equipment store. Formation of a new field access

LOCATION: LAND TO THE EAST OF HORNCastle ROAD, GOULCEBY

 - Objection submitted to 3rd April 2022 ELDC using delegated powers
 - Approval notice received from ELDC 25.4.22

It was noted that the decision to approve this application was made by the planning authority without the email referred to in the decision available to the public on ELDC website and that there is still an outstanding question regarding the approved materials. PROPOSED; SECONDED; **RESOLVED** that the clerk write to planning manager expressing the councils dissatisfaction that decision was made without the public having access to an email used to make the decision.
 - c- **Planning application received 10th March response date 31st march 2022 - N/060/402/22**

APPLICANT: Mr. P. Cook

PROPOSAL: Section 73 application in relation to condition no. 2 (approved plans) previously imposed on planning permission N/060/01315/19 for the erection of a house and detached double garage

LOCATION: BUTTERCUP BECK, FORD WAY, GOULCEBY

 - Comments collated using delegated powers – No comments/objections made
 - Approval notice received from ELDC 29.4.22 - noted
 - d – **Planning application received 4th April 2022 response date 27th April 2022: N/060/566/22**

APPLICANT: Mr. G. & Mrs. L. Reid,

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PROPOSAL: Planning Permission - Extensions to existing holiday cottage to form a granny annexe.

LOCATION: GOULCEBY POST, FORD WAY, GOULCEBY

- Comments collated using delegated powers – No comments/objections made - Noted

e – Planning application received 14th April 2022 response date 8th May 2022/21st May 2022 for revised application: N/060/689/22

APPLICANT: Mr. J. Chappell

PROPOSAL: Planning Permission - Erection of a domestic workshop and demolition of an existing stable.

LOCATION: KOOKOU, SHOE LANE, GOULCEBY

- Extension to response date granted until 24th May - **PROPOSED; SECONDED; RESOLVED** to respond to ELDC noting that the council do not object in principle to the application but to the lack of information regarding the materials being used.

14. To consider correspondence received since the last Council meeting:

Ref	From	Correspondence	Action
a	LCC - highways	Temporary traffic restriction PROW 18/1-18/2 between Halls Lane and Eastern parish boundary, between 18/4/22 and 29/7/22	Notice placed on website - noted
b	LCC - highways	Emergency Road closure Order - Watery Lane 26/04/2022 - 03/05/2022 – Fire hydrant repairs	Notice placed on website - noted

15. To review and agree the Standing Orders and Code of Conduct, for Asterby and Goulceby Parish Council - **PROPOSED; SECONDED; RESOLVED** to accept the proposed documents with no suggested changes.

16. Financial matters:

- To resolve to agree that Asterby and Goulceby Parish Council meets the AGAR exemption criteria and wishes to be an exempt authority, not subject to external audit limited assurance review for the year 2021/2022. It was noted that the council meets the exemption criteria and **PROPOSED; SECONDED; RESOLVED** that the council wishes to be classed as an exempt authority for the 2021/22 review.
- To consider and resolve to approve the Annual Internal Audit report. It was noted that the IA had reported that the council should include on the website, a note of any payments exceeding £100, but that notes of all payments are included in the agendas/minutes including a full statement of finances and reconciliation, which was considered sufficient to meet the requirement. It was **PROPOSED; SECONDED; RESOLVED** to accept the internal audit report, noting the recommendation but not actioning it.
- To consider and resolve to accept the Annual Governance Statement. It was **PROPOSED; SECONDED; RESOLVED** to accept the Annual Governance statement.
- To consider and resolve to accept the Annual Accounting Statements and Annual Bank Reconciliation. It was **PROPOSED; SECONDED; RESOLVED** to accept the Annual Accounting Statements and the annual bank reconciliation.
- To review and approve the Financial Regulations. It was **PROPOSED; SECONDED; RESOLVED** to amend the financial regulations to allow payments of up to £100 without the need to obtain 3 like for like quotes.
- To receive an updated list of assets. It was noted that the P3 tools had become rusty and unusable, and what remained of the flood equipment should be passed to the flood wardens. **PROPOSED; SECONDED; RESOLVED** to write off the P3 tools and the flood related equipment. This change has no effect on the value of assets.
- To review and update the risk log/schedule – It was agreed that as the Clerk is not CILCA qualified, residents are consulted and newsletters produced, that sections 1a, 1c, 6c, and 13a should be changed to green. As COVID no longer poses the threat it did in the previous 2

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years the entire section should be removed from the risk register. PROPOSED; SECONDED; **RESOLVED** to make the suggested changes.

- h) To receive an updated bank reconciliation from RFO - PROPOSED; SECONDED; **RESOLVED** to accept the bank reconciliation (appendix 1).
- i) To note that the hourly rate for the clerk pay band (SCP 14) has increased per the 2021/22 pay award and change the bank standing order - PROPOSED; SECONDED; **RESOLVED** to make the change to the bank standing order.
- j) To note the renewal cost for PC insurance; compare additional quotes; and agree which provider to take insurance with. Renewal (Gallagher)£621.47; Zurich £196.00; BHIB £372.74. - PROPOSED; SECONDED; **RESOLVED** to take out the Zurich insurance for £196.00
- k) To consider and approve income/ payments due including: Precept error: £6000 received and requested back, £1760 expected – ELDC will automatically request refund and repay correct amount by end May; Insurance – £196; Salaries 1.7.22 - £317.46 SO; poppy wreath reimbursement £19.25 – MM noted that until the correct precept payment is received, care should be taken not to approve any additional spend from the bank account. PROPOSED; SECONDED; **RESOLVED** to accept all payment.

17. To agree items to be included in the next newsletter

Investigating planters and plaque for jubilee commemoration
 JM appointed as the new Chairperson
 Asterby End notice board being purchased
 Chalk stream event – deferred until 2023
 Summary of notes

18. To confirm the dates for the 2022/23 meetings and agenda items for the next meeting

Dates agreed:

26th September 2022

12th December 2022

20th March 2023

22nd May 2023

Agenda items for Sept to include update on the notice board; update on the Jubilee commemoration.

Meeting closed 21:09.

Appendix 1 – Bank reconciliation

1st April 2022					
Balance B/F	£2,876.24				
Receipts	£6,000.00			Payments/receipts not yet on bank statement	
		£8,876.24			
Payments	£362.00				
		£362.00			
Total		£8,514.24		Total	£0.00
				31/03/2022	£8,514.24
Date reconciliation carried out:	23.05.2022				