

Asterby and Goulceby Parish Council

NOTICE OF MEETING

Dear Councillor

You are hereby summoned to attend the **Monthly Meeting of Asterby and Goulceby Parish Council**. It will be held on **Monday 4th March 2024** commencing at **7.00pm, All Saints Church Goulceby**.

Business to be dealt with at the meeting is listed in the agenda. Official meeting will start at 7.10pm or at the conclusion of the public forum whichever is sooner. All councillors should be present by 7.00pm.

Diane De Halle Clerk to the Council

Date: 26th February 2024

PUBLIC FORUM – Public Participation (maximum 10 minutes) - Members of the public will be invited to comment on any of the items on the agenda or any item they may wish to raise, those items not on the agenda will not be debated but referred, if appropriate, to the next meeting

AGENDA

62. **Chairperson's remarks**
63. **Apologies for absence and reasons given**
64. **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
65. **To confirm and sign the minutes of the meeting held on 11th December 2024**
66. **To receive reports from the Clerk and Councillors on matters outstanding**
67. **To receive reports from District and County Councillors**
68. **To receive an overview of the issues reported to highways by Councillors since the last meeting and agree any action**
69. **To resolve to complete a Parish Plan for 2024/25 and agree the content**
70. **To receive an update on the Parish Flood Information by the Clerk and agree actions**
71. **Update on Lincolnshire Police Engagement Session 5th December 2023**
72. **D-Day 80... 6th June 2024** – LALC propose Beacon / Lamp Light of Peace / Bell Ringing
73. **Discuss Lincolnshire Association of Local Councils training subscription for 24/25**
74. **To review and agree the following policies for the Parish Council:**
 - Volunteer Policy (new)
 - Social Media Policy – last reviewed 2017 (review 4 yearly) – overdue
 - Communications Protocol – last reviewed 2017 (review 4 yearly) – overdue
75. **To consider planning applications/correspondence using delegated powers:**

A – Planning permission refused: N/060/02036/23 (23.10.23)
PROPOSAL: Planning Permission – erection of a two-storey dwelling, existing stable block on site to be demolished.
LOCATION: KOUKOU, SHOE LANE, GOULCEBY, LOUTH, LN11 9WA

 - Refusal notice received 12.01.24

B – Planning permission requested: N/008/00075/24 (29.01.24) – delayed to meeting 04.03.24
PROPOSAL: Planning Permission – erection of dwelling with the construction of internal access roads
LOCATION: LAND AT ASTERBY GRANGE, OPPOSITE SPRING MEADOW FARM, GREEN LANE, HEMINGBY

C - Planning permission requested: N/060/00161/24 (08.02.24) – delayed to meeting 04.03.24
PROPOSAL: Planning Permission – extensions and alterations to existing detached double-garage.
LOCATION: BELLE VUE, CHURCH LANE, GOULCEBY, LOUTH, LN11 9UA

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D - Planning permission requested: N/008/00227/24 (16.02.24) – respond by 08.03.24

PROPOSAL: Planning Permission – rear single storey extension to existing dwelling to provide additional living accommodation

LOCATION: CHESTNUTS, FORD WAY, GOULCEBY, LOUTH, LN11 9WD

76. To consider correspondence received since the last Parish Council meeting:

Ref	From	Correspondence	Action
A	Lincolnshire County Council (LCC) Highways	Email 5.12.23 – received too late for previous meeting – TTRO/TTR006396 – emergency traffic road closure – Halls Hill 4.12.23 to 8.12.23 – burst main.	Added to Website
B	Resident	Email 8.12.23 – received too late for previous meeting – complaint on condition of roads and verges on Top Lane, due to builders. Builders are responsible for keeping these areas tidy and making good.	Any resident can notify 'Fix my Street' on the LCC website
C	LCC	Letter 10.12.23 – received too late for previous meeting – devolution survey for Lincolnshire, North Lincolnshire and North East Lincolnshire – survey to be completed by public by 29.01.24.	Added to Website (news item)
D	Lincolnshire Police	Email 11.12.24 – received too late for previous meeting – follow up from the Parish Council Engagement Session on 05.12.23.	See agenda item 71
E	Lloyds Bank	Letter 13.12.23 – confirmation of revised salary from 01.01.24.	Note / Add to files
F	Lincs. Assoc.of Local Councils (LALC)	Email 22.12.23 – LALC's costs for 24/25, indicating will all increase, with exception of Internal Audit. Survey requested on AGAR audit conducted for 22/23 accounts – action by 5.1.24.	Note Survey actioned by Clerk
G	The Parish of the Asterby Group	Email 01.01.24 – Newsletter for January and February	Added to Website
H	East Lindsey District Council (ELDC)	Email 04.01.24 – East Lindsey residents can sign up for green waste collections for 24/25 online now.	Added to Website (news item)
I	LALC	Email 05.01.24 – Request to complete a survey with details on the Parish Council / Councillors / Vacancies / certain Policies.	Actioned by Clerk 02.02.24
J	ELDC	Email 08.01.24 – Confirmation precept 24/25 information received.	Note
K	LCC Highways	Email 12.01.24 – TTRO/TTR006273 – temporary traffic restriction Goulceby for Top Lane (between Watery Lane & Butt Lane) 19.02.24 to 21.02.24 – new water supply connection.	Added to Website (news item)
L	LCC Emergency Planning	Email 17.01.24 – confirmation of invite to attend Emergency Planning session on 19.01.24 18.00 to 19.30 in Lincoln County Emergency Centre.	Noted by Clerk
M	LALC	Email 23.01.24 – details on Lincolnshire Access Mobile Library Service, including timetables for 2024. For those that can't access, there is a 4 week service arranged for books / talking books and DVDs.	Added to Website (news item) Poster for Noticeboard Add to Newsletter
N	LCC Police	Email 26.01.24 – details / guidance on waste crimes.	Added to Website (news item)
O	LALC	Email 29.01.24 – details on annual subscription and annual training scheme.	See Item 77 financial matters
P	LCC – Policing	Email 31.01.24 – details on next Parish Council Engagement Session 27.06.24.	Passed to IT to attend
Q	Call Connect	Email 14.02.24 – details on a new Callconnect booking app is coming to your area....	Added to Website (news item) Poster for Noticeboard Add to Newsletter
R	LCC Transport	Email 15.02.24 – details on electric vehicle charging locations in your area...	Discuss at meeting
S	LCC Policing	Email 20.02.24 – details on Parish Council Engagement Road Safety	Noted – unable to attend
T	LCC Highways	Email 20.02.24 – TTRO/TTR006273 – temporary traffic restriction Goulceby for Top Lane (between Watery Lane & Butt Lane) 19.02.24 to 23.02.24 – end date amendment.	Added to Website
U	LALC	Email 24.02.24 – portrait of King now available to order by Parish Councils.	Discuss at meeting

77. Financial matters:

- To receive an updated bank reconciliation from RFO (see Appendix 1);
- To receive an updated budget vs forecast for 23-24 (see Appendix 2);
- Precept for 2024/25 submitted to ELDC and accepted;
- Notice Board now located within bus shelter – funding via District Councillor Simpson (ELDC grant) – details and photos to be added to Website;
- Review Asset Register items (now noted as inc. or exc. VAT);
- Discuss if we are to subscribe to LALC Annual Training Scheme for 24/25 – cost £120 inc. VAT;
- To discuss and agree using LALC Internal Auditor for AGAR process 23/24, likely cost £75 + VAT;
- VAT now submitted to 31.12.23 and awaiting credit of £163.81 (inc. £18 from previous year);
- To consider and approve income/payments due including: Outstanding claim of VAT submitted to HMRC VAT126 for £163.81 (inc. £18 financial year 22-23); Church room hire £10 - 11.12.23 and 4.3.24 (£20 total) - JM; Postage to 3.2.24 £6.00 – DH; LALC subs £98.74 – 18.12.23; LALC training £120 inc. VAT of £20 – 18.12.23; Salaries £554.19 - 01.01.24.

78. To agree items to be included in the next Parish of the Asterby Group Newsletter

79. To confirm the date and agenda items for the next Parish Council Meeting and the Annual Parish Meeting (May 2024)

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Appendix 1

Bank Reconciliation 2023-24			
1st April 2023			
Reserves Balance B/F AGAR	£1,754.86		
Total receipts to date	£2,860.00		
	£4,614.86		
Total payments to date	£3,324.92		
Less payments carried over from 2022-23	£20.00 Church 000693		
Total	£1,269.94		
Date reconciliation carried out:	23/02/2024		
Payments/receipts not yet on bank statement			
Bank balance 01.02.24		£1,269.94	
Less unrepresented cheques:			
None		£0.00	
Total			
	23/02/2024	£1,269.94	
Difference			£0.00

Appendix 2

Asterby and Goulceby Planned vs Actual 2023 - 2024																
Expenditure	Budget Q1	Actual	V	Budget Q2	Actual	V	Budget Q3	Actual	V	Budget Q4	Actual	V	Total planned (budget)	Total actual	Left to spend	Forecast year-end position
Employee costs	343.75	317.46	26.29	343.75	337.25	6.50	343.75	389.19	-45.44	343.75	554.19	-210.44	1375.00	1598.09	-223.09	1,598.09
Meeting room hire	10.00	0.00	10.00	10.00	0.00	10.00	10.00	0.00	10.00	10.00	0.00	10.00	40.00	0.00	40.00	20.00
LALC - Membership																
Subscription and training	41.25	0.00	41.25	41.25	0.00	41.25	41.25	30.00	11.25	41.25	0.00	41.25	165.00	30.00	135.00	248.74
Internal Audit costs	0.00	0.00	0.00	0.00	81.60	-81.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	81.60	-81.60	81.60
Section 137/ Donations	0.00	0.00	0.00	0.00	0.00	0.00	20.00	0.00	20.00	0.00	0.00	0.00	20.00	0.00	20.00	0.00
Insurance	220.00	196.00	24.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	220.00	196.00	24.00	196.00
Villages Newsletter	75.00	75.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	75.00	75.00	0.00	75.00
Misc (stamps/stationery)	30.00	36.70	-6.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30.00	36.70	-6.70	42.70
Fieldpath Newsletter Sub	0.00	0.00	0.00	5.00	0.00	5.00	0.00	0.00	0.00	0.00	0.00	0.00	5.00	0.00	5.00	0.00
Defibrillator	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	189.60	-189.60	0.00	189.60	-189.60	189.60
Election costs	0.00	0.00	0.00	0.00	97.00	-97.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	97.00	-97.00	97.00
Plants	50.00	44.00	6.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00	44.00	6.00	44.00
Misc /other expenditure	0.00	0.00	0.00	0.00	0.00	0.00	0.00	536.93	-536.93	0.00	0.00	0.00	0.00	536.93	-536.93	525.60
Grant -error refunded	0.00	0.00	0.00	0.00	0.00	0.00	0.00	440.00	-440.00	0.00	0.00	0.00	0.00	440.00	-440.00	440.00
Total	770.00	669.16	100.84	400.00	515.85	-115.85	415.00	1396.12	-981.12	395.00	743.79	-348.79	1980.00	3324.92	-1344.92	3,558.33

Income		Planned Income	Actual	Variance	Forecast year-end position										
Precept	1980.00	1980.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,980.00	1,980.00	0.00	1,980.00		
Donations / Grants	0.00	0.00	0.00	0.00	0.00	0.00	880.00	0.00	0.00	0.00	0.00	880.00	880.00		
VAT refund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	163.81		
	1980.00	1980.00	0.00	0.00	0.00	0.00	880.00	0.00	0.00	0.00	0.00	1,980.00	2,860.00	880.00	3,023.81

Budget surplus / (shortfall)	(534.52)
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Opening reserves	1,734.86
23/24 surplus/shortfall	-534.52
Estimated closing reserves	1,200.34

Notes

Expenditure includes VAT

£18 to be reclaimed in VAT from 22-23

Internal audit fee £81.60 incl VAT not budgeted for

Election costs of £97 not budgeted for (every 4 years or when there is an election)

Fieldpaths no longer taking funds

ELDC Grant for notice board of £440 paid twice (£440 refunded)

VAT : £18 LALC fees FY 22/23 + £13.60 LALC Audit fee + £6.12 stationery + £5.00 LALC training + £31.60 on Defib parts + £87.60 on Notice Board

+ £1.89 Defib Sign = £163.81

Council tax base (number of Band D properties in Asterby Group)

Council tax charge per property in Asterby/Goulceby group 24/25

Dated: 23.02.24