

Asterby and Goulceby Parish Council

Minutes 4th March 2024

Chair:	Jon Mold (JM)
Present Councillors:	Ian Taylor (IT), Graham Johnson (GJ)
Parish Clerk & RFO:	Diane De Halle (DDH)
Members of the Public	2
District Councillor	Daniel Simpson

PUBLIC FORUM – NONE

- 62. Chairperson's remarks** - Chair welcomed all to the meeting.
- 63. Apologies for absence and reasons given** - NONE
- 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 – NONE received.
- 65. To confirm and sign the minutes of the meeting held on 11th December 2024 - RESOLVED** that the official Minutes of the Parish Council meeting held be approved as a correct record and signed by the Chair.
- 66. To receive reports from the Clerk and Councillors on matters outstanding** – outstanding actions discussed and completed.
- 67. To receive reports from District and County Councillors**
- District Councillor Simpson has said someone from the Witham Drainage Board can come to a later meeting (currently still busy with recent flooding). Mentioned Northern Grid Consultation on pylons from Grimsby to Walpole (along east coast) – possible effects on rural areas including Louth and the Lincolnshire Wolds AONB. Flooding reports now available on Horncastle Town Council website. Precept for County now set.
- No report from County Councillor.
- 68. To receive an overview of the issues reported to highways by Councillors since the last meeting and agree any action** – None received.
- 69. To resolve to complete a Parish Plan for 2024/25 and agree the content – RESOLVED** that due to no feedback from residents via Parish newsletter to:
- Put on hold for 24/25;
 - Remove from Website (**DDH**);
 - Contact Belchford and Fulletby PC and ask how they prepared a Parish Plan (**JM**).
- 70. To receive an update on the Parish Flood Information by the Clerk and agree actions** – following attendance of the Emergency Planning Meeting on the 19th February, information received from Horncastle Town Council, it was **RESOLVED** to undertake:
- Raise an Emergency Plan (plan for anything) via LCC for Asterby and Goulceby (**DDH**);
 - Create a new Flood Information for the website (**DDH**);
 - Contact Environmental Agency for useful information for the website (**DDH**).
- 71. Update on Lincolnshire Police Engagement Session 5th December 2023** – presentation already forwarded to Councillors, no further update.
- 72. D-Day 80... 6th June 2024 – RESOLVED** to ask the Church for their intentions (**JM**).
- 73. Discuss Lincolnshire Association of Local Councils training subscription for 24/25 – RESOLVED** not required for 24/25, however, keep money ring-fenced for training by Clerk.
- 74. To review and agree the following policies for the Parish Council:**
- Volunteer Policy (new) – **RESOLVED** to adopt and add to the Website (**DDH**);
 - Social Media Policy – **RESOLVED** to update the updated version and add to the Website (**DDH**);
 - Communications Protocol – **RESOLVED** to update the updated version and add to the Website (**DDH**);

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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

- **RESOLVED** to advise 'Not supportive due to the impact on the AONB' (DDH).

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

- **RESOLVED** to advise 'No Objections' (DDH).

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

- **RESOLVED** to advise 'No Objections' (DDH).

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 Noted
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 added to Noticeboard Added 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 added to Noticeboard Add to next Newsletter
R	LCC Transport	Email 15.02.24 – details on electric vehicle charging locations in your area...	Discussed – only for residents
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.	Noted – Photo ordered for Goulceby Church

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77. Financial matters:

- To receive an updated bank reconciliation from RFO (see Appendix 1); **RESOLVED** to accept.
- To receive an updated budget vs forecast for 23-24 (see Appendix 2); **RESOLVED** to accept.
- Precept for 2024/25 submitted to ELDC and accepted – **NOTED**;
- Notice Board now located within bus shelter – funding via District Councillor Simpson (ELDC grant) – **RESOLVED** for details and photos to be added to Website (**DDH**);
- Review Asset Register items (now noted as inc. or exc. VAT) – **NOTED & RESOLVED** to update for end of March (**DDH/JM**);
- Discuss if we are to subscribe to LALC Annual Training Scheme for 24/25 – see item 73;
- To discuss and agree using LALC Internal Auditor for AGAR process 23/24, likely cost £75 + VAT – **RESOLVED** to contact LALC and request Internal Audit for 23/24 (**DDH**);
- VAT now submitted to 31.12.23 and awaiting credit of £163.81 (inc. £18 from previous year) - **NOTED**;
- 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; Salaries £554.19 - 01.01.24 – **RESOLVED** to accept all payments except LALC annual training scheme (income from VAT to follow).

78. To agree items to be included in the next Parish of the Asterby Group Newsletter – **RESOLVED** to include: Call Connect App / LCC waste Crime.

79. To confirm the date and agenda items for the next Parish Council Meeting and the Annual Parish Meeting – **RESOLVED** to hold the Annual Parish Meeting 7.00pm and next Parish Council Meeting 7.30pm on Tuesday 28th May – Venue & Agenda's TBC

Meeting Closed 07.50pm

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
Difference	£0.00

Payments/receipts not yet on bank statement	
Bank balance 01.02.24	£1,269.94
Less unrepresented cheques:	
None	£0.00
Total	£1,269.94

Appendix 2

Asterby and Goulceby Planned vs Actual 2023 - 2024																
Expenditure	2023			2024			2023			2024			Total planned (budget)	Total actual	Left to spend	Forecast year-end position
	Budget Q1	Actual	V	Budget Q2	Actual	V	Budget Q3	Actual	V	Budget Q4	Actual	V				
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	41.25	0.00	41.25	41.25	0.00	41.25	30.00	11.25	41.25	0.00	41.25	0.00	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																
Income	2023			2024			2023			2024			Planned Income	Actual	Variance	Forecast year-end position
	Budget Q1	Actual	V	Budget Q2	Actual	V	Budget Q3	Actual	V	Budget Q4	Actual	V				
Precept	1980.00	1980.00	0.00	0.00	0.00	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	0.00	880.00	0.00	0.00	0.00	0.00	0.00	880.00	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	0.00	0.00	0.00	163.81
Total	1980.00	1980.00	0.00	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)
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