

Asterby and Goulceby Parish Council

Notes - 2nd September 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

16. **Chairman's remarks** – welcomed all present.
17. **Apologies for absence and reasons given** – none.
18. **Declaration of interests and requests for dispensations** - 2 Parish Councillors declared an interest in a neighbouring property mentioned in Section 26 (R & S).
19. **To confirm and sign the minutes of the meeting held on 28th May 2024** – RESOLVED to accept the Minutes from the previous meeting as a correct record and signed by the Chair.
20. **To receive reports from the Clerk and Councillors on matters outstanding** – noted.
21. **To receive reports from District and County Councillors**

District Councillor Simpson advised there will be changes to the Planning Framework. There will be 3 studies on flooding, housing and retail development. Government money coming to focus on 4 key areas. Food waste to be separated from main waste. Devolution being looked into again. Funding of £3m secured for Boston, East Lindsey and Holland areas to cover drainage.
22. **To receive an overview of the issues reported to highways by Councillors since the last meeting and agree any action** – previous LCC Fix My Street seemed to have been resolved. No further updates.
23. **To consider planning applications/correspondence received** – none received. Query raised with ELDC planning on items noted in correspondence under Section 26 (R & S), pending investigation.
24. **Discussion on Emergency Preparedness for website and missing flood signs for Goulceby Beck** – RESOLVED to adopt and update the Website with the new information.
25. **Discussion on poppy wreath for Church (approx.. £24 inc. postage)** – RESOLVED to purchase. Service will be held on Sunday 10th November at 3pm.
26. **To consider correspondence received since the last Parish Council meeting:**

Ref	From	Correspondence	Action
A	YMCA Lincolnshire	29.05.24 – email looking for support in the work they do.	Clerk added to Website.
B	Zurich Insurance	29.05.24 – insurance documents for 24/25.	Clerk added to file.
C	ELDC Elections	31.04.24 – notice of General Election.	Added to Notice Board. Clerk added to Website.
D	ELDC Police Engagement	31.05.24 – session 13.6.24 via video – requesting questions.	Passed to Ian Taylor.
E	Zurich Insurance	06.06.24 – insurance 24/25 receipt for records.	Clerk added to file.
F	ELDC Elections	07.06.24 – persons nominated for General Election.	Added to Notice Board. Clerk added to Website.
G	LALC	07.06.24 – internal audit invoice for 23/24 accounts.	Processed for payment see item 28 (c)
H	Resident (Goulceby)	11.06.24 – email regarding 'works' activity near footbridge between Goulceby and Asterby. Resident spoke to workmen - believed to be Anglian Water replacing pipe.	No further action.
I	ELDC	14.06.24 – email requesting info on dog control areas in public spaces. Not required for Asterby and Goulceby.	No further action.
J	Asterby Parish Newsletter	15.06.24 – receipt for 24/25.	Clerk added to file.
K	Asterby Parish Newsletter	29.06.24 – Parish newsletter.	Clerk added to Website.
L	Transport Publicity Team	17.07.24 – Callconnect bus service 'summer' promotions. NB Posters could not be added to Website.	Added to Notice Board.

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M	Lincolnshire Police	23.07.24 – newsletter for circulation.	Added to Website.
N	Public request	19.06.24 – requesting twinning option with town in France. Considered not viable, applicant is not a resident.	No further action.
O	LCC Minerals & Waste	30.07.24 – consultation to update Local Plan on minerals and waste / responses by 30.07.24.	Circulated to Parish Council. No action taken.
P	PKF Littjohn	03.08.24 – notification of exemption for 23/24 accounts.	Clerk added to file.
Q	Boston Health & Wellbeing	14.08.24 – social media posts / useful information.	Clerk added to Website.
R	ELDC Planning	16.08.24 – response to queries raised by Parish Council against building regs. Application 060/02822/24/BN – Bridge House, Goulceby. Forwarded to Planning Enforcement.	See 26 (S)
S	ELDC Planning	16.08.24 – Enforcement raised 060/00382/24/N – Bridge House, Goulceby.	Awaiting response.

27. To review and agree the following policies (or documents) for the Parish Council:

- Disciplinary Policy (last reviewed Mar. 22)
- Accessibility Statement (last reviewed Oct. 23)
- Data Protection Policy (last reviewed Sept. 23)
- Data Breach Policy (last reviewed Sept. 23)
- Equality and Diversity Policy (last reviewed Sept. 22)
- Complaints Procedure (last reviewed Sept. 22)
- Financial Regulations (last Reviewed May 24) – updated
- Emergency Preparedness (new – replacing Flood Information on Website)

RESOLVED to accept all and update Website accordingly.

28. Financial matters:

- a) To receive an updated bank reconciliation from RFO for 24/25 (see Appendix 1)
- b) To receive and updated budget vs forecast for 24/25 (see Appendix 2)
- c) To consider and approve payments/income due including: LALC internal audit 07.06.24 £125.00 + VAT £25.00 – delegated powers used 12.06.24; Salaries 30.09.24 £554.19 (SO); VAT claim of £25.00 pending.

RESOLVED to accept bank reconciliation, updated budget vs forecast and payments.

29. To agree items to be included in the next newsletter:

- Ask residents for any views on budget/precept 25/26.
- New Flood preparedness on website.
- Pub closure.
- Ask residents if they need to look at Pension Credit.

30. To confirm the dates and agenda items for the next meeting

- Monday 2nd December 7pm – All Saints Church, Goulceby

Meeting closed at 7.50pm

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Financial Matters

Appendix 1

Bank Reconciliation 2024-25			
1st April 2024			
Reserves Balance B/F AGAR	£1,309.01		
Total receipts to date	£3,384.00	£4,693.01	
Total payments to date	£1,760.71		
Less payments carried over from 2024-25	£0.00		
Total	£2,932.30		
Date reconciliation carried out:	16.08.24		
Bank Statement issue date:	01.08.24		

Payments/receipts not yet on bank statement	
Bank balance 01.08.24	£2,932.30
Less unrepresented cheques:	
None	£0.00
Total	£2,932.30
16.08.24	
Difference	£0.00

Appendix 2

Asterby and Goulceby Planned vs Actual 2024 - 2025															Dated:	21/08/2024		
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	554.19	554.19	0.00	554.19	554.19	0.00	554.19	0.00	554.19	665.43	0.00	665.43	2328.00	1108.38	1219.62	2,328.00	Model 5% increase from 1/4/24	
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	30.00	Possibly 2-3 meetings in church	
LALC - Membership																		
Subscription and training	53.75	0.00	53.75	53.75	0.00	53.75	53.75	0.00	53.75	53.75	0.00	53.75	215.00	0.00	215.00	215.00	No training adopted 24/25	
Internal Audit costs	100.00	0.00	100.00	0.00	150.00	-150.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	150.00	-50.00	150.00	Audit £125 + VAT for 23/24	
Section 137/ Donations	0.00	0.00	0.00	0.00	0.00	0.00	25.00	0.00	25.00	0.00	0.00	0.00	25.00	0.00	25.00	25.00	Wreath only if service	
Insurance	250.00	385.36	-135.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00	385.36	-135.36	385.00	Assets increased from £12 to £25	
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	Same as previous year	
Misc (stamps/stationery)	20.00	0.00	20.00	20.00	0.00	20.00	20.00	0.00	20.00	20.00	0.00	20.00	80.00	0.00	80.00	10.00	Cartridge cost donated 24/25	
Defibrillator	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	0.00	Pads / Batteries - not budgeted	
Council election costs	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	0.00	Every 4 years - not budgeted	
Plants	75.00	41.97	33.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	75.00	41.97	33.03	41.97	Some plants donated 24/25	
Misc / other expenditure	62.50	0.00	62.50	62.50	0.00	62.50	62.50	0.00	62.50	62.50	0.00	62.50	250.00	0.00	250.00	0.00	£250 other - used to support 24	
Total	1200.44	1056.52	143.92	700.44	704.19	-3.75	725.44	0.00	725.44	811.68	0.00	811.68	3438.00	1760.71	1677.29	3,259.97		

Income	Budget	Actual	Variance	Forecast year-end position
Precept	3384.00	3384.00	0.00	3,384.00
Donations / Grants	0.00	0.00	0.00	0.00
VAT refund	0.00	0.00	0.00	25.00
	3384.00	3384.00	0.00	3,409.00

Notes

Expenditure includes VAT

Election costs every 4 years (or if there is an election)

VAT to claim to date: £25 LALC internal audit

Budget surplus / (shortfall)	149.03
Opening reserves	1,309.01
24/25 surplus/shortfall	149.03
Estimated closing reserves	1,458.04