

STICKFORD PARISH COUNCIL
PARISH COUNCIL STATUTORY MEETING

at STICKFORD Community Centre

Tuesday 14 June 2022 @ 7.30pm

DRAFT MINUTES

No. of Residents present 0		Official attendees read Y for attending, N for non-attendance	
Chairman Councillor Mrs Lesley Reeson	Y	Councillor vacancy	
Vice Chairman Councillor Mr John Howlett	Y	Councillor vacancy	
Councillor Mr Clive Kingswood	Y	Councillor vacancy	
Councillor Mrs Pam Bryant	Y	Parish Clerk Mrs Nicki George	Y
Lincs C C Councillor Mrs W Bowkett	N	ELDC Councillor Mr Terry Taylor	Y

1. The Chairman opened the meeting and welcomed all present.
2. Apologies for absence – Lincs CC Councillor Mrs Wendy Bowkett , Apologies received by email and reason for absence accepted.
3. There were no declaration of interest
4. Residents’ issues: none as no attendees
5. ELDC report:
 - 1) Councillor Taylor reported that the £150 refund in Council Tax payments are being rolled out with letters of advice. People that pay by direct debit are being dealt with first as refunds are easier via the BACS system.
 - 2) The Levelling Up Scheme following covid for business development in the community is in operation.
 - 3) The £1000 ELDC grant scheme will be in operation again this year. Each parish council can claim a portion of the £1000.
 - 4) The new Council offices at Horncastle are due to open January/February 2023. The building is being shared with Boston College and courses are due to start in September 2022.
 - 5) ‘Working Closer Together’ will continue on after the trial period. This is ELDC, Boston Borough Council and South Holland all working together and combining some functions.

Councillor Taylor left at 8.10pm after his report was given.
6. LCC report : No Report from Councillor Bowkett received. Issues that have been put on to Fix My Street are being processed and completed. Ie. The broken branch near the road over the airfield has been cleared , potholes on Fen Road have been repaired/patched up and the Horse Chestnut tree overhanging the pathway by the Noticeboard on the junction of Fen Road and A16 has been cut back a little and is being referred to a tree specialist.
7. Lincolnshire Police Report: June NPT newsletter. This is emailed around to each councillor when received and a copy is put on the Noticeboard and the website.

8. The Minutes of the Parish Council meeting held on 17th May 2022 were read and approved. Proposed by Councillor John Howlett , Seconded by Councillor Pam Bryant.

9. Matters Arising from the Minutes.

- 1) The request from a parishioner for a bench to be sited in memory of his late wife. This will be at the parishioners expense. The clerk has made contact to establish where along the bridleway the bench is to be sited. It is to be on the right hand side of the pathway set back a little, as the pathway bends to the left from Hagnaby Lane end. We need to find out who the land owner is. Investigations to be made by the councillors and discuss at the next meeting.
- 2) Clerk has sent an email to ELDC requesting a new/replacement litter bin by the bus shelter on A16 by Peachwood Motors. No reply to date.

10. AGAR / Certificate of Exemption : AGAR Part 2 – approved, completed and signed, ready for Clerk to send off. Certificate of Exemption approved and completed. Clerk to submit to PKF Littlejohns by the end of June and to be put on the website and the noticeboard asap.

11. Exercise of Public Rights : All agreed for the period to be 20th June 2022 to 29th July 2022. The Community Centre is to be used if anyone wishes to view paperwork with prior arrangement with the Clerk. These dates will be put on to the website and the noticeboard.

12. Financial Report

Authority for Payment :

- 1) £150.00 Studio Winford : Jubilee wooden medals (agreed at the last meeting).
All Councillors agreed to pay.
- 2) £185.40 Skinners Ice Cream : Jubilee 4th June 2022
All Councillors agreed to pay
- 3) £145.00 Kings Transport : Jubilee transport to and fro the celebrations on 4th June 2022
All Councillors agreed to pay.
- 4) £30.00 Garry Steele : annual spend on flowers for the war memorial garden.
All Councillors agreed to pay.
- 5) Lesley has sourced 3 quotes for strimmer cord 2.4 ml square for the strimmer. £29.64 Ebay, £29.95 Amazon, £24.98 Buxtons + £4.95 delivery. All agreed to go with Amazon at £29.95 as next day delivery. Cheque to be issued to Lesley at the next meeting, along with petrol costs. (receipts to be submitted to clerk).
- 6) All agreed that thank you gifts should be given to Noel Bradley and Keith Bishop for their efforts on the 4th June, Jubilee celebrations. John will sort these and bring receipts to the next meeting for payment. John has some more receipts to submit for the Jubilee expenses ie. £29.44 for tea/coffee/sweets, £61.80 bunting, £19.50 for the boxes and printing and £18.90 for labels for the presentation of the £5 coins and will bring them to the next meeting.

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Dated

7) £140 invoice received from Jayne Bonsor for completing the audit. This will be brought to the next meeting on 12th July for payment.

8) The Stickford Ladies Social Circle have completed a new request for a grant form for £45, as asked by the Parish Council following the name change from Stickford WI. Both this and the Keals Club grant monies that have been agreed in the Precept , will be brought to the next meeting for payment.

b) Bank balances : as at 30.5.22 when last statement received : Current a/c £17,542.69, Savings a/c £8094.88 o/s cheques previously issued and not yet cashed : £63.36

1) The Precept monies have now been sorted. The £62500 retracted and the correct amount of £4755 received into the bank account.

2) The clerk has posted off the amendment to the Barclays Bank signing mandate. No confirmation or acknowledgement as yet.

3) The internal audit has been completed and Jaynes report was distributed to all councillors to read at their leisure and digest, to be on the Agenda for next meeting to discuss.

13. Financial Regulations, Standing Orders & Code of Conduct. All have been proof read by all councillors and 2 typing errors have been spotted on each of the Financial Regulations and the Standing Orders. The clerk will amend these and bring them to the next meeting to be approved.

14. Risk Management Policy – this will be discussed at the next meeting. All councillors have a copy sent by email.

15. Jubilee Celebrations for 2022 – update and summary

1) John reports that the distribution of the £5 coins is almost complete. 30 coins have been allocated for the children, leaving 20 still to be allocated. John will put an article into the newsletter asking people to make contact via the clerk or John if they would like to purchase a coin. Once interest has been received, then allocations can be made.

2) Best Dressed House competition: all councillors were very impressed with the efforts made around the village in decorating houses and decisions were made as to the winners. 1st place will receive £10 gift voucher, and there were 3 runners up who will each receive £5 gift voucher. John will purchase these and bring receipts to the next meeting.

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16. Planning: none since last meeting

17. Correspondence received for this meeting but not covered on the Agenda:

An email has been received by the clerk in relation to the non distribution of the newsletter to Catchwater Bank.

The clerk has confirmed with Cheryl that the resident does receive an electronic version of the newsletter but she will be asked if the volunteers that deliver the newsletter to that area of the village would be willing to include Catchwater Bank in their delivery. It is noted that this distribution is subject to volunteer availability and the website will be updated to reflect this.

The subject of the new sign on Catchwater bank has also been raised and LCC Wendy Bowkett has been contacted by the clerk for an explanation. She confirms that this is what the bank is called and can see no issue.

The clerk will report this back to the resident.

18. Other Business – matters for next agenda:

- 1) War Memorial Clock funding update;
- 2) Jubilee update – payments to settle up
- 3) replace assets ie. Noticeboard, bus shelters
- 4) discuss and agree updated Standing Orders, Financial Regulations, Code of Conduct
- 5) Risk Management policy
- 6) Bench by war memorial
- 7) Bench along bridleway
- 8) Audit Report

19. The Chairman closed the meeting at 9.30pm.

Date and time of next meeting: 12th July 2022 at 7.30pm.

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Dated