

# STICKFORD PARISH COUNCIL

## ANNUAL MEETING OF THE PARISH COUNCIL

at STICKFORD Community Centre , Tuesday 17th May 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 Mrs Pam Bryant                | Y | Councillor vacancy   |   |
| Councillor Mr Clive Kingswood            | Y | Parish Clerk Nicki George                                    | Y |
| Lincs C Councillor Mrs W Bowkett         | Y | ELDC Councillor Mr Terry Taylor                              | N |

---

1. The Chairman opened the meeting and welcomed all present.
2. Apologies for absence and reasons accepted : ELDC Councillor Mr Terry Taylor
3. Public Forum: no residents in attendance
4. There was no declaration of interest.
5. Election of Officers: The clerk called out each position and requested and received a proposer and a seconder for each position. The list of positions is Appendix A to these minutes.
6. Report from Mrs Wendy Bowkett, Lincolnshire County Councillor:
  - Report attached as Appendix B.
  - Clerk to report a large broken branch on a tree on the road over the airfield on Fix My Street
  - Clerk to report that the trees need cutting that overhang the path and noticeboard on A16 by junction with Fen Road, opposite Peach Wood Motors.
  - Update : Potholes: Many of the potholes around the village have been filled in but there are more to be done. The Clerk regularly walks around the village and photographs any bad areas and reports them on Fix My Street. The junction of Hagnaby Road and Hagnaby Lane was reported but deemed not to be bad enough to repair. The bent Cul de Sac sign has been reported and is still outstanding. Fen Road was resurfaced by LCC during 2021 in several places and a section of Catchwater Bank. A new sign for Catchwater Bank has been erected. The name of this bank has been queried by a resident as they were not aware of it being called this and does not use it in their postal address, and is therefore concerned that the post may not be delivered correctly. So we seek clarification by LCC.

Page 1 of 4 Signature of Chairman ..... Dated .....

7. No report from East Lindsey District Councillor, Mr Terry Taylor as he was unable to attend the meeting. Press release received by email : funds allocated to Queens Platinum Jubilee Celebrations. Max funding bid of £1000 to be allocated on a first come first serve basis to any Parish Council in ELDC that applies by 31<sup>st</sup> July 2022. Funds are to be used to commemorate the Jubilee celebrations, or to enhance the wellbeing of facilities within the community. All councillors agreed and approved for a new bench to be purchased and sited in the gardens or near to the War Memorial Clock. The Clerk is to put together an application to see if this new bench can be provided with ELDC grant monies. The grant application that has been submitted for the repair of the Clock War Memorial funding has had the plan for a new bench added to it, before it is to be presented to the Board on 8<sup>th</sup> June.

8. Minutes of the Meeting of the Parish Council held on 8<sup>th</sup> March 2022 were read and approved.

Proposed by Councillor John Howlett, Seconded by Councillor Clive Kingswood

9. Matters Arising from the minutes of 8<sup>th</sup> March 2022.

- a new grant application form will be requested from the newly formed Stickford Ladies Social Circle (for the previously agreed £45 to Stickford WI)
- Barclays bank signing mandate to be finalised , signed and returned by post

10. Matters Arising from 10<sup>th</sup> May 2022 minutes:

- Clerk to report broken bin by the Recycling bins to ELDC
- Clerk to report to Dog Warden the amount of dog mess along Catchwater Bank
- Litter Bin – request to ELDC for a new/replacement bin by the bus shelter on A16 near Peach Wood Motors

11. Health & Safety Regulations: The Annual risk assessment of the village will take place by the Councillors by the next Council meeting due to be held in July. i.e. potholes, trees, bus shelters , litter bins and dog bins, signage, noticeboards. Suitable PPE has been provided for all volunteers who use the mower & strimmer. An Accident Book and Risk Assessment forms are all kept with the equipment. Each volunteer must sign to say they have read the manual for the equipment and that they understand how to use it. The Parish must ensure the equipment is regularly serviced and is in working order. This has been done today, 17/5/22.

12. Financial Regulations, Standing Orders & Code of Conduct:

Financial Regulations : All councillors discussed and agreed on the information to be added into section 17 : 6-10 re Grants.

17.6 £25 - £1000

17.7 £100 , 13 weeks

17.8 £100 , 31<sup>st</sup> October

17.9 £100 , 12 months

17.10 50%

All approved and agreed the Financial Regulations with the above information included. Clerk to retype, email the changes around to the councillors, and bring to the next meeting for final approval and signature by Chairman.

Page 2 of 4 Signature of Chairman ..... Dated .....

Standing Orders :

Section 2 : amend the word General to Parish

Section 6 : amend 3<sup>rd</sup> paragraph

Section 8 : amend the word qualified to a competent person

Section 9 : remove the word Open

All approved and agreed the Standing Orders with the above information included. Clerk to retype, email the changes around to the councillors , and bring to the next meeting for final approval and signature by the Chairman.

Code of Conduct – all ok

13. Finance :

a) payments due to be paid :

i) Zurich Municipal (Insurance) £300.65 - All councillors agreed to remain with Zurich for this coming year.

ii) LALC £180.00 website maintenance

iii) Lesley Reeson £49.20 for Screwfix invoice , safety equipment for mower & strimmer and £28.86 for petrol for mower & strimmer

iv) ECBS £63.36 printing of Jubilee Newsletter/Programme

£40 ICO Data Protection , cheque issued when agreed by all councillors on email as deadline date fell before this meeting.

£150 agreed by all councillors for Jubilee medals by Studio Winford. £3 x 50 to be used as prizes for games and competitions on 4<sup>th</sup> June.

All councillors agreed to cover the cost of ice cream from Skinners Ice Cream van that is attending on 4<sup>th</sup> June. Raffle tickets to be issued from the church for one ice cream per person. Invoice to be requested for payment.

Barclays signing mandate : John to be added as a signatory and he has completed his details and signed the mandate. Along with ID process via computer system. Amendments to mandate signed in accordance with signing mandate. Clerk to post back to Barclays.

PSPS have made an error in sending the incorrect amount for the Precept. £62,500 is being recalled via BACS system. Authority to Barclays signed in accordance with signing mandate and is to be posted off asap by Clerk. Still awaiting the £4755 requested.

The internal audit is due and will be done by the auditor, Jayne Bonsor. Clerk to arrange suitable time to get the paperwork and spreadsheet to her.

Page 3 of 4 Signature of Chairman ..... Dated .....

14. AGAR figures have been prepared and form completed by Clerk. All agreed that this can now be taken to the auditor.

All councillors were given a copy of the Budget Control and Income & Expenditure Account, including bank balances, for the year ended 31<sup>st</sup> March 2022.

15. Correspondence:

- LALC have suggested that Councillors set up a separate email address for council business ie. Googlemail address – [cllinitialsurname@gmail.com](mailto:cllinitialsurname@gmail.com)
- The History Group have requested access to previous Minutes of Parish Council meetings to copy and keep as a historic record for the village – all agreed in principle
- A parishioner has offered to donate a new bench in memory of his wife and wishes it to be placed on Boston Lane bridleway (joins Hagnaby Lane to Back Lane). Clerk to obtain permission and co-ordinate with the parishioner.
- Pam has requested access to the password that the Clerk holds for LALC website. All agreed that she can have access to it.
- Post office mobile van is due to start visiting Stickford , siting itself in the Red Lion car park every Monday starting on 23.5.22 11.30am – 12.30pm.
- New Bus Time Table received from Black Cat Travel B11 and Clerk to put up a copy in the bus shelters, and the noticeboard.
- Guiding Sparks Circus – information received for events and community workshops – John to make contact to see if they can attend our Jubilee celebrations on 4<sup>th</sup> June.

16. Noticeboards : All agreed to meet next Tuesday after the Jubilee meeting on site and discuss what is required. May look to re-site a new noticeboard to a different location.

17. Planning : see Appendix C

18. War Memorial update : waiting for the grant application to be considered on 8.6.22. Should get to know outcome within 2 weeks of that date.

19. Any other issues not included on the agenda :

- Pam expressed her thanks to Lesley & Nicki on the good job they have both done in their new roles of Chairman and Parish Clerk respectively over the past 12 months. All agreed.
- Thanks to John for taking the lead on the organisation of the Jubilee celebrations on 4<sup>th</sup> June. All agreed.
- Thanks to Lesley for taking the lead on the mowing & strimming of the churchyard. It is looking really nice. All agreed.

20. The Chairman closed the meeting at 9.20pm. Date of next meeting 12<sup>th</sup> July 2022

Page 4 of 4 Signature of Chairman ..... Dated .....

# App A Election for officer positions May 2022

## STICKFORD PARISH COUNCIL

ELECTION OF OFFICERS for 2022

Annual Parish Council Meeting 17<sup>th</sup> May 2022

For year 2022 to 2023 up to the next Annual Parish Meeting in MAY 2023

- 1. Position of CHAIRMAN** **Elected Name: Lesley Reeson**  
Proposed by Councillor : Pam Bryant      Seconded by Councillor : Clive Kingswood
  - 2. Position of VICE- CHAIRMAN** **Elected Name: John Howlett**  
Proposed by Councillor : Lesley Reeson      Seconded by Councillor : Clive Kingswood
  - 3. Position of Environment officer** **Elected Name: Lesley Reeson**  
Proposed by Councillor : John Howlett      Seconded by Councillor : Clive Kingswood
  - 4. Parish Assets Officer** **Elected Name : John Howlett**  
Proposed by Councillor : Lesley Reeson      Seconded by Councillor : Clive Kingswood
  - 5. Position of Finance Risk Assessment Officer** **Elected Name: Nicki George , Parish Clerk**  
Proposed by Councillor ; Pam Bryant      Seconded by Councillor : Clive Kingswood
- Position of Internal Auditor** **Elected Name: Jayne Bonsor**  
Proposed by all Councillors  
Yes/No **YES**

### Councillors with special responsibilities:

|                    |                      |   |
|--------------------|----------------------|---|
| Planning           | Pam Bryant           | Proposer: Lesley <u>Reeson</u><br>Seconder: Clive Kingswood |
| War Memorial Clock | John Howlett         | Proposer: Lesley <u>Reeson</u><br>Seconder: Pam Bryant      |
| LALC               | Lesley <u>Reeson</u> | Proposer: Clive Kingswood<br>Seconder: Pam Bryant           |
| Community Centre   | Pam Bryant           | Proposer: Lesley <u>Reeson</u><br>Seconder: Clive Kingswood |

## App B Lincoln County Council Report May 2022

County Council report 2022.

Good evening, for those who don't know me I am Cllr Wendy Bowkett Lincolnshire County councillor for the Wainfleet and Spilsby ~~division~~.

The past 2 years have been very hard for all of us but hopefully we seem to have turned a corner and are learning to live with Covid, rates are starting to drop around the county which is good news for everyone.

It is a year since i was re-elected as your County Councillor and was promoted to the portfolio holder for Adult Care and Public Health for Lincolnshire.

To say it has been a busy year is an understatement, undertaking training and getting up to speed with the role has not been easy but I can say it's the most challenging but most rewarding job I have ever undertaken.

We all have seen the news with the terrible atrocities in the Ukraine, it is an unimaginable situation, and many Ukraine families are seeking refuge until the war ends.

In Lincolnshire we have welcomed 150 families so far with a further 150 on the way, all families are helped with finance, doctors, schools etc, to try and ease them to settle in.

The placements are for 6 months in the first instance, when the situation will be reviewed in the Ukraine to see if families can return home.

Lincolnshire county council have started their first grass cut and weed spray around the district a further grass cut will be took later in the year and two further weed sprays.

We are finally getting caught up with a backlog of road repairs, we have seen up to 8 months of potholes which have built up due to staff shortages, but with extra gangs been brought in from out of area there has been a huge catch up.

Any issues residents have you can download fix my street on your phone or go on LCC website and report in not only road issues but also fly tipping, blocked drains, dykes, dangerous trees, abandoned cars, almost anything you can think of.

Lots of my rural roads need urgent work and I am working with my highways officer to see if any can be put into the retread programme, this programme can work well on roads that don't have heavy volumes of traffic.

I was pleased that we managed to work Fen Road into the resurfacing programme it has made a huge difference.

The coming year is going to be hard for many people with bills soaring, there is help and support out there you can go on [gov.uk](https://www.gov.uk) site which will help you navigate help or call 08007310214, or alternatively give me a call and I will try to help.

Finally, I would like to thank you for your support, it is much appreciated and look forward to the coming year.

Wendy

Cllr Wendy Bowkett

Email [cllrw.bowkett@lincolnshire.gov.uk](mailto:cllrw.bowkett@lincolnshire.gov.uk).

01754880388

## **App C Planning information for May 2022**

Mr B Jee,

Chapel Cottage, Leagate Road, Thornton, Le Fen, Lincoln. LN4 4YN

Planning Application: - S/168/00285/22

Proposal: Section 73 application in relation to condition Nos 5 (holiday use only) and 6 (occupancy register) previously imposed on planning ref. No S/168/02788/06, for change of use and conversion of existing outbuilding to provide holiday cottage.

Outcome: Refusal of section 73 application dated 28.4.22

Applicant: DC Architectural Services Ltd

The Barn, Partney Mill, Spilsby. PE23 4PE

Planning Application: - S/168/00415/22

Proposal: Planning Permission – Extension to existing dwelling to provide additional living accommodation. Removal of porch and conservatory.

Location: Thorn Lea, Cul de Sac, Stickford Boston, PE22 8EY

Outcome: Full Planning Permission granted 29.4.22

Applicant: RH Developments Ltd

Planning: Application S/168/00444/22

Proposal: Detailed Particulars relating to the erection of a house with attached single garage and construction of a vehicular access (outline planning permission ref. No. S/168/00932/21, for outline erection of a dwelling granted on 2nd July 2021)

Location: Shenzi, Fen Road, Stickford, Boston, PE22 8EX

Awaiting decision from ELDC Planning Department.