

STICKFORD PARISH COUNCIL
PARISH COUNCIL STATUTORY MEETING

at STICKFORD Community Centre

Tuesday 11th July 2023 @ 7.30pm

DRAFT MINUTES

No. of Residents present 4		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** – Apologies received from Councillor Wendy Bowkett and accepted by all councillors.

3. There were no declaration of interest

4. Residents' issues:

1. A resident asked if the Parish Council could claim the vat on the purchase of the new defibrillator. This is not possible. The defibrillator is being fundraised for and purchased by a number of residents that have formed a group. All monies raised must be paid in through a bank account set up in that groups name and they must then seek to do a vat claim themselves. It was suggested that they register as a charity.

2. A resident brought to the attention of the meeting that Houldershaws Coal Yard is being sold and it is believed that it will become a concrete crushing yard. Will a change of use be necessary? Councillor Taylor will investigate further.

5. ELDC Report

1. The Clerk has sent an email requesting that the litter bin that is situated by the old recycling bins site be moved to by the bus shelter by Peachwood Motors , as previously requested but denied by ELDC. Awaiting reply. Cllr Taylor has suggested that the Clerk downloads an application form on ELDC website requesting a new bin.

2. The ELDC Pride Cleaning Crew have made a very good job of the pathway along Church Road. An email of thanks has gone to Terry Taylor who has forwarded it on to the correct department.

3. see Appendix 1 for ELDC Report

Page 1 of 4 Signature of Chairman

Dated

6. LCC Report

1. A meeting has been arranged with Councillor Bowkett and Highways on 3rd August 2023 , to meet on site and discuss the possibility of double yellow lines being organized for the bend in Hagnaby Road. Cllr Bryant, Cllr Howlett & Cllr Kingswood will attend along with the clerk. It was suggested that we also discuss the unevenness of the pavements in that area with them too, as recorded at the last parish council meeting on 6th June 2023.

2. A resident has phoned and emailed the clerk re the current situation with potholes in the Cul De Sac. The clerk will discuss this with Cllr Bowkett on 3rd August.

7. Lincolnshire Police Report

An email has been received by the Clerk advising that the monthly Newsletter will cease. Instead twice yearly meetings will be held, at which Councils will be invited to send a representative, where a Questions & Answers will be held. All contact details of the local PSCO etc can be found on the Lincolnshire Police website.

8. Approval of Minutes of Annual Meeting of the Parish held on 16th May 2023 and the Parish Council extra-ordinary meeting held on 6th June 2023.

Proposed : Cllr Bryant

Seconded : Cllr Kingswood

9. Matters Arising from previous meetings

None

10. Finance Report

- 1) £875.00 - Clerks salary – April to June 2023
- 2) £45.98 – annual payment for Flowers for Memorial Garden around the Clock Tower
- 3) £25.01 – Mower /strimmer petrol costs (£8.45, £8.56, £8.00)
- 4) £22.75 – admin: postage costs
- 5) £35.64 - admin: toner cartridge
- 6) 6450.00 – deposit to Karl Sharpe for work to be provided – 4 bus shelters and noticeboard
- 7) £80.00 - Community Centre hire (9.5.23, 16.5.23, 6.6.23, 11.7.23)
- 8) £45.00 - Grant to Stickford Ladies Social Circle (on Precept)
- 9) £45.00 - Grant to Keals Club (on Precept)

All payments approved. Proposed by Cllr Kingswood, Seconded by Cllr Howlett.

Authorisation requested for a new spool/ head for the strimmer:

Quotes have been obtained: Geargb = £23.41 inc. vat, Mowermagic = £32.30 inc. vat, Mowerplus = £37.99 inc. vat, all plus delivery. £24.00 + vat collect from Tongs at Spilsby. All agreed to go with Tongs as local.

b) Budget Report & Bank balances.

Report to end of June handed around to Councillors (see Appendix 2) and bank balances read out. Current account £16,671.52, Savings account £8,129.48. All agreed that the Budget Report shows that all categories are on track for the financial year.

11. Clerks Report to include request for new printer

1. The clerk has received an email from a resident asking some questions re AGAR information, Fixed Assets and the layout of the website. The clerk has consulted with the Internal Auditor who affirms that the AGAR information that is on the website is sufficient, the fixed assets information does need some attention and the layout of the website could be improved to make it easier to find certain items. The clerk will put Fixed Assets on the next Agenda and communicate with the website maintenance man, to look at a better, clearer design.

2. The clerk brought to the attention of the Councillors that LALC are offering the services of an Internal Auditor for possible future use.

3. The clerk has asked if she can look to go on a LALC training course for new clerks, due to be held in September. All agreed that this would be ok, and funds are already set aside (ring fenced) for training courses.

4. Printer : the Epson printer has stopped working – it will not print. Heads have been cleaned, a new Epson toner has been purchased and installed but it is still not working. ECBS (East Coast Business Solutions) has been to have a look at it and recommends a new printer. He has sent details of a HP Officejet Pro 9010e at a cost of £229 + vat. The clerk has a work around with 2 old personal printers at present, one that photocopies and one that prints from the laptop. But a new printer is required. The Clerk suggested doing some research on different types of printers and costs, and putting it on the Agenda for September with which all agreed.

5. The clerks computer mouse has also broken and all agreed that a new one can be purchased.

6. PKF Littlejohn’s have emailed an acknowledgement of receipt of the Form 3 AGAR. Will be processed in due course.

7. The clerk plans to do another VAT claim in August (mainly for the repairs on the War Memorial Clock)

8. The bench for the War Memorial garden is still awaiting to be sited. Darren Harris has been contacted and he will site it in due course.

9. The bench that was requested by a resident along the public footpath from Hagnaby Lane to Back Lane is not going ahead. The clerk provided the resident with the details of the Rules & Regulations that came along with the permission from LCC and he has decided against it. He thanked the clerk for her assistance.

12. Update on Replacement of assets ie. Noticeboard and 4 bus shelters

Cheque issued at the meeting to send as deposit £6450.00. Installation date will be confirmed. Most likely to be October/November 2023.

13. Update on War Memorial Clock repairs

Cllr Howlett reported that the clock is working following a few teething issues. Time Assured Ltd have been very helpful in giving good advice and visit to site. Cllr Howlett has decided that to be on the safe side, it needs to be wound up every 3 days and he will monitor it for any water or slowing down after bad weather. A big thank you to Cheryl Steele for arranging the grant from FCC.

14. Preliminary discussion for Remembrance Sunday and War Memorial Clock Centenary event.

Sunday 12th November, Remembrance Sunday – service at the War Memorial Clock, followed by a celebration buffet at the Community Centre, with an exhibition from the History Club.

Cllr Reeson will get some quotes for a buffet. Approx. £7 per head. Approx. 50 pax. Possible road closure of Fen Road. Cheryl Steele is trying to arrange some representation from the Army and Airforce.

Formal invitations will be issued to the 3 kind donators of monies for the repairs.

15. Update on Film night for Jubilee & Coronation along with fish n chip supper

34 pax attended. All agreed that a very enjoyable evening was had by all that attended. The videos were well done and a big thank you for Kevin Puckett for preparing them. Fish and Chips supplied by Ambridges of Spilsby and were jolly yummy.

16. Update Standing Orders

Following the Internal Audit Report, the Standing Orders need updating with some information that is in the Financial Regulations but also needs to be in the Standing Orders. The clerk has prepared this, but Cllr Bryant asked for more time to have a further look at the Standing Orders to check the wording in some other areas. All agreed to put on the next meetings Agenda. The clerk is to email the current Standing Orders out to all Councillors.

17. Planning – discuss planning applications.

1. Cllr Howlett reported that the planning application for ‘Shenzi’ has been passed, all objections have not been upheld. The hedge is to be removed and a new fence erected.

2. APPLICANT: Mr. A. Atkinson;
PROPOSAL: Planning Permission - To site 2 no. static caravans to be let out for holiday lets.

LOCATION: THE CROFT, BACK LANE, STICKFORD, BOSTON, PE22 8EW
Grid Ref.: 535052.19 360631.38 Expected Decision Level: Delegated

18. Correspondence received for this meeting – not covered on the Agenda

1. LCC, Waste Services has sent an email offering Litter Picking kits, comprising of a litter picking stick, a hi-visibility vest and clear plastic sacks. All agreed for the Clerk to reply and request some.

2. email received from Age Uk : Connect to Support Lincolnshire is an online information and advice library, community directory and marketplace for adults in Lincolnshire. This website is owned and managed by Public Consulting Group (UK) Ltd on behalf of Lincolnshire County Council.

Telephone support and live web chat is provided by Age UK Lincoln & South Lincolnshire. The telephone line and web chat facility have been provided to support navigation of the site, and enable people who don’t have access to, or do not want to use the internet but are searching for information access support.

There is not any cost involved in being listed on our website, and it is a simple process to complete a sign-up form.

All agreed for the clerk to complete a sign-up form.

19. Other Business – matters for next Agenda

- 1. Printer - update
- 2. Standing Orders - update
- 3. Remembrance Sunday service and celebrations - update
- 4. Fixed Assets - update
- 5. Noticeboard & Bus Shelters update

20. Date and time of next meeting: 12th September 2023 at 7.30pm

Meeting closed at 9.23pm

INFORMATION UPDATE REPORT

Cllr Terry Taylor JP
ELDC Representative Halton Ward

Further £4.9million UKSPF support awarded to projects in South and East Lincolnshire

More than £4.9million is due to be awarded to projects making a difference to local communities across Boston, East Lindsey and South Holland, as the South & East Lincolnshire Councils Partnership announced the second round of UK Shared Prosperity Fund grant awards.

Ten local organisations, community groups and initiatives are set to benefit from the funding, which is part of a Government programme designed to build pride in place, provide high quality skills training and increase life chances across the sub-region.

South & East Lincolnshire Councils Partnership announces second round of funding worth £45,000 to support community projects

The South & East Lincolnshire Councils Partnership has announced a second round of funding, thanks to a grant of £45,000 from the UK Shared Prosperity Fund (UKSPF) as part of the [South & East Lincolnshire Crowd Programme](#), supporting community projects in Boston, East Lindsey and South Holland that improve the local area.

Having initially launched in February of this year, the new funding round builds on the existing funds available through this programme, which now total **£135,000** across the sub-region.

In partnership with [Spacehive](#), the community fundraising platform, the South & East Lincolnshire Crowd programme enables local residents across the sub-region to access funding for community improvement initiatives. The crowdfunding nature of this programme in conjunction with local authority funding, maximises the amount campaigners can raise to deliver transformational community projects.

The South & East Lincolnshire Councils Partnership and Spacehive are keen to hear from residents that have an innovative idea to improve their local area to get involved. No fundraising experience is necessary - 65% of Spacehive creators are creating a community project for the first time. Spacehive assists project creators with online workshops, 1-2-1 support and resources, providing advice on everything from project costs to campaign promotion.

Lincolnshire District Council leaders have discussions on a possible Devolution Deal

Lincolnshire district council leaders yesterday (Wednesday 5 July) met with the Government Parliamentary Under Secretary of State for Devolution, Dehenna Davison MP, to discuss a possible devolution deal for Greater Lincolnshire.

All the Leaders expressed their thanks that the minister had taken the initiative in calling the meeting and were grateful that all their points of view were listened to and that the minister and her civil servants promised to take these into consideration in further discussions.

The minister has undertaken to give a written response to the views expressed in the meeting and has promised both to keep us fully informed and to meet the district leaders again in due course.

The leaders are particularly pleased by the minister's assurances that any possible deal would be by local consent and not be imposed upon the people of Lincolnshire by central government.

Spilsby Levelling Up event success

More than 100 people attended Franklin Hall in Spilsby, Thursday 6 July, to find out more about how Levelling Up funding will transform Spilsby Sessions House.

Spilsby Sessions House is a nationally significant Grade II listed building that is at risk of collapse. Currently many areas are unsafe and not in use.

Using the funds provided by Government, Sessions House will be transformed into a cultural venue with heritage spaces opened to the public for the first time in its history.

Session House's old courtroom will become a multipurpose community space and theatre, and the building will also provide creative workspaces and a café.

The project aims to support local creative events in Lincolnshire and nurture local talent, developing the local cultural industry to bring exciting new experiences to residents and visitors.

South & East Lincolnshire Councils Partnership join new 'Clean Air Lincolnshire' project

Following a grant being awarded to Lincolnshire County by the Department for Environment, Food and Rural Affairs (DEFRA) the South & East Lincolnshire Councils Partnership will work with the County Council to drive the new 'Clean Air Lincolnshire' project.

As part of the project, a public awareness campaign will be developed by the County Council in conjunction with the seven District Councils, including a new website which will be launched in Autumn 2023, providing useful information on the causes and impacts of air pollution and the actionable steps to take to improve local air quality and reduce health conditions related to air pollution.

Public Health England have reported that poor air quality is the largest environmental risk to public health in the UK and can cause spikes in cardiovascular and respiratory conditions, particularly in the young or vulnerable. Clean Air Lincolnshire will raise awareness of these issues and encourage action for cleaner air across the county.

Efforts will be made to involve local schools across the county in the project, using data from air quality monitoring equipment to educate students, staff and parents on the effects of local air pollution and how to reduce exposure and emissions. Using the data and local knowledge, school students will run campaigns during the 2023/24 school year, promoting active travel and anti-idling, to improve air quality around their schools.

Launch of The Office for Local Government (Oflog)

The Department for Levelling Up, Housing and Communities has now launched The Office for Local Government (Oflog).

Oflog is a new local government performance body which will provide accessible data and analysis about the performance of local authorities to support improvement.

The aim of Oflog is to help drive local government performance, increase transparency, foster accountability, highlight good performance and support where performance is not as good.

The performance of local authorities will be measured initially in four key areas: Adult Social Care, Skills, Finance, and Waste.

The metrics for measurement includes such things as:

- staff turnover and quality of care for both service users and carers for Adult Social Care
- the proportion of household waste being recycled and contamination rates for Waste
- Total core spending power and council tax revenue per dwelling for Finance
- 19+ Further Education and Skills achievements including and excluding apprenticeships and level 3+ qualification for Adult Skills.

The full metrics for measurement for each key area are detailed in the **attached** document.

The policy document was launched by the Secretary of State, Michael Gove, at the LGA Conference this week. To read it in full, it can be found here: [Office for Local Government: Understanding and supporting local government performance - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/policies/office-for-local-government-understanding-and-supporting-local-government-performance)

Stickford Parish Council

Stickford Parish Council Budget Control 2023/2024

	May	July	Sept/Oct	Dec/Jan	Feb/March	Total	Budget	Variance
Expenditure								
Community Centre Hire	£64.00	£80.00				£144.00	£200.00	£-56.00
Coronation Day 6.5.23	£212.69					£212.69	£0.00	£212.69
Churchyard Grasscutting	£8.87	£25.01				£33.88	£200.00	£-166.12
ELDC Grants	£240.00					£240.00	£0.00	£240.00
Zurich Insurance	£277.00					£277.00	£325.00	£-48.00
Internal Audit - Jayne Bonsor	£150.00					£150.00	£200.00	£-50.00
Clerks wages		£875.00	£875.00	£875.00	£875.00	£3,500.00	£3,500.00	£0.00
LALC Affiliation fee							£250.00	£-250.00
Clock Maintenance		£2,690.00				£2,690.00	£110.00	£2,580.00
War Memorial Garden Plants		£45.98				£45.98	£50.00	£-4.02
RBL Wreath for Remembrance							£25.00	£-25.00
Donation RBL							£10.00	£-10.00
Admin & Comp expenses		£58.39				£58.39	£50.00	£8.39
Grant Ladies Social Circle		£45.00				£45.00	£45.00	£0.00
Grant Keals Club		£45.00				£45.00	£45.00	£0.00
Website Maintenance							£205.00	£-205.00
Computer Repairs/Security							£50.00	£-50.00
Payroll Admin							£90.00	£-90.00
Data Protection Fee ICO							£40.00	£-40.00
Asset Maintenance		£6,450.00				£6,450.00	£1,000.00	£5,450.00
Contingency Fund							£505.00	£-505.00
Total Expenditure	£952.56	£10,314.38	£875.00	£875.00	£875.00	£13,891.94	£6,900.00	£6,991.94

Analysis for Maintenance of Parish Assets:

Safety Equip/stripper cord
petrol
Sundry costs re parish :
flowers for war memorial
British Legion poppy wreath

Current /c £16,671.52
Savings a/c £8,129.48

Ringfenced :

£3,500

Election

£250

Maintenance for WM Clock

£250

training for councillors

£3,000

assets that may need to refurbished. i.e. bus shelters
noticeboards, allotment drainage, dog bins, village benches & WM clock

Total £7000