

MEETING OF INGOLDSBY PARISH COUNCIL

Minutes of the **Ingoldsby Parish Council Meeting** held in the Village Hall, Ingoldsby on Wednesday 30 September 2015.

Public Forum: There were two parishioners present. Mr Harden stated that he would continue to investigate the history of Askey's Lane to determine whether it was or should be a public footpath.

1. WELCOME REMARKS BY THE CHAIRMAN (15/037)

- a) The Chairman, Councillor Harrison welcomed Members to the meeting and thanked them for their attendance. Those in attendance: Councillors Eldred, Ward-Barrow and Weller. The Chairman explained that he would be taking the notes of the meeting.

2. APOLOGIES (15/038)

- a) Apologies were received from District Councillor Stephens.

3. DECLARATIONS OF PECUNIARY INTEREST & DISPENSATIONS (15/039)

- a) Councillor Eldred reported her interests in relation to the Village Hall.
- b) Councillors Eldred and Ward-Barrow were asked to amend their Disclosable Pecuniary Interest forms to include the property they or their spouses own within the parish.
Action: Councillors Eldred and Ward-Barrow to send their DPI form to SKDC. Copy to be emailed to the Clerk.

4. SIGNING OF THE MINUTES (15/040)

- a) The Clerk's notes from the Annual Parish Council meeting held on Wednesday 20 May 2015 were agreed to be a true and accurate record and were duly signed and dated by the Chairman.
Action: Minutes to be filed by the Chairman.

5. COUNTY & DISTRICT COUNCIL & COMMUNITY MATTERS (15/041)

6. CLERK'S REPORT (15/042)

- a) Village Clean and Litter Pick, 17 October 2015
The Chairman reminded members of the status of the current budget.

In 2014/15 the Parish Council received £666.12 from SKDC in the form of the community cleaning grant. In total £144.90 of this sum was spent in 2014/15 leaving £521.22.

In 2015/16 the Parish Council has thus far received £338.00 with the presumption that £328.12 will be received in October 2015.

The Parish Council therefore has £1187.34 to spend on community cleaning (although a sum of £500 has been allocated to the purchase of a bench leaving £687.34). This money has to be spent on community cleaning or improvements. The Clerk has asked Councillor Hill if he would like to contribute from his Big Society Fund towards the cost of the bench.

The PC has also budgeted in 2014/15 a sum of £100.00 and in 2015/16 a sum of £150.00 which is to accumulate year on year for parish enhancements.

Councillor Ward-Barrow proposed expenditure up to the value of £100 for the purchase of bulbs and plants. The proposal was seconded by Councillor Eldred and passed by resolution of the Council.

- b) Churchyard Bench
Further to minute point 15/035 from the May Annual Parish Council meeting, Councillors Ward-Barrow proposed an additional £10.00 towards the cost of the purchase of a new bench for the

churchyard. The proposal was seconded by Councillor Weller and passed by resolution of the council.

Action: Members to agree informally on the model and proceed with purchase and installation.

c) Bus Shelter

Following lengthy discussion Members agreed that the only potential site identified by the Area Highways Manager for the installation of a bus shelter is unsuitable.

Action: Clerk to send a letter to Abi Allen.

d) Village Entrance Improvements: Planters

Members discussed the quotes received to date but agreed by resolution to defer the item to the next full meeting of the Parish Council.

e) VETS (Village Emergency Telephone System) Scheme

Councillor Weller informed Members that VETS is now live with 11 volunteers supporting the scheme.

Action: VETS leaflet to be circulated to parishioners.

f) Sandbag Provision

Councillor Ward-Barrow advised the meeting that he is finalising arrangements for storage with the PFA.

g) Village Hall Telephone Line/Broadband Installation

Councillor Eldred to expedite the matter with the Village Hall Committee to facilitate the Clerk's continued input while being temporarily out of area via video conferencing.

h) Section 137 Grant Funding

Members confirmed that they had received no written applications to date.

i) Casual Vacancy

The Parish Council continues to advertise the vacancy but there have been no expressions of interest to date.

j) 4-Year Spending Strategy

Members discussed forward financial planning and agreed that a 4-year strategy should be implemented.

k) Appointment of a Parish Councillor as a representative on the PFA

Members agreed to consult with the PFA in the first instance.

7. HIGHWAYS (15/043)

a) Members and parishioners were advised to email the Clerk with details of any new or outstanding highways defects.

b) Village Walkabout, 2015

The Chairman read out the report written by the Area Highways Manager, Mr Mark Heaton following the village walkabout on Monday 15 June 2015. The report can be found on the Parish Council website or upon request from the Clerk.

d) LRSP Site Visit

Members noted that an update is not available from the LRSP in relation to their site visit.

8. PLANNING MATTERS (15/044)

- a) Planning Decisions received:
- i) Whitfield, S15/0797, Erection of building for use as a dog obedience centre and relocation of stable at The Paddocks, Back Lane, Ingoldsby. Approved conditionally on 27 May 2015.
 - ii) Whitfield, S15/1631, Approval of details reserved by Condition 3 of S15/0797. Approved on 12 August 2015.
 - iii) Garratt, S15/1142, Non-material amendment to S14/1560 at The Dairy, Scotland Lane, Ingoldsby. Approved on 18 May 2015.
 - iv) Hoskyns-Abrahall, S15/1091, Demolition of patio wall and erection of garden room at Scotland House, Scotland Lane, Ingoldsby. Approved conditionally on 30 July 2015.
 - v) David Ross Education Trust, S15/1683, Removal of temporary office and erection of side extension, disabled access and ramp at Ingoldsby Primary School, Lenton Road, Ingoldsby. Approved conditionally on 1 September 2015.
- b) New Planning Matters (not yet determined):
- i) Jasinski, S15/2333, Change of use of barn to a single storey detached dwelling at Little Scotland Farm, Scotland Lane, Ingoldsby.
 - ii) Woolerton, S15/2068, Two storey and single storey rear extension at School Farm, Lenton Road, Ingoldsby.
 - iii) Hage, S15/0411, Extension at Field House, Main Street, Ingoldsby.
- c) To receive an update (if available) in relation to S14/1432, the locally proposed solar farm. The Chairman read out an email from Phil Moore, Planning Officer at SKDC dated 25 September 2015 to the effect that the department have not receive a planning application to date or had any further updates from the developer on this proposal. However, the department has been informed that the developer of the nearby Crown Hill, Ropsley solar farm as the scheme is not viable.

9. FINANCE (15/045)

- a) Members noted the current bank balances:
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|--|-----------------|
| i) Current Account as at 18 September 2015: | £2812.84 |
| ii) Savings Account as at 18 September 2015: | £2184.82 |
| TOTAL | £4997.66 |
- b) Members noted the income received:
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|--------------------------|--------------|
| i) Interest (June) | £0.05 |
| ii) Interest (July) | £0.11 |
| iii) Interest (August) | £0.13 |
| iv) Interest (September) | £0.13 |
| TOTAL | £0.42 |
- c) Members resolved to approve the following expenditure paid using Clerk's Spending Powers:
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|--|-----------------|
| i) Clerk's Salary, June | £69.04 |
| ii) Clerk's Salary, July | £438.42 |
| iii) Clerk's Expenses (paper & ink) | £14.98 |
| v) Autela Payroll Services, Qtr 2 | £30.00 |
| vi) Beauchamp Garden Services, Invoice 2 | £210.00 |
| vii) Clerk's Salary, August | £218.04 |
| viii) Clerk's Salary, September | £181.04 |
| TOTAL | £1161.52 |

Members resolved to approve expenditure up to £50.00 under Section 137 of the Local Government Act 1972 as a donation towards to Royal British Legion for a memorial wreath.

Action: Clerk to process the order ahead of the memorial service.

- d) The income and expenditure account was accepted and the bank balances were verified.
- e) Members noted that a payment of £405.60 is due from the HMRC in the form of a PAYE refund.
- f) Half-Year Budget Review
Members discussed the half year budget review. The Clerk reported via an emailed document that in terms of the current budget, the Parish Council is in budget with the exception of the budget head, 'annual subscriptions'. The Clerk has recommended that Members resolve to approve the re-allocation of £104.00 from the 'expenses' budget head to 'annual subscriptions' as any further expenditure under the 'expenses' budget head during the current financial year is unlikely. Councillor Weller proposed the amendment. The proposal was seconded by Councillor Ward-Barrow and was passed by resolution of the council.
- g) Notice of Conclusion of Audit
The Chairman informed the meeting that the notice of conclusion of audit has been displayed on the parish council noticeboard for 14 days as required by legislation, namely the Accounts and Audit (England) Regulations 2011.
- h) Outcome of External Audit
The Chairman informed the meeting the Parish Council has received an unqualified audit opinion. The Clerk reported via emailed document however that there is an error on the Annual Return in terms of mileage payments to the Clerk of £134.00. This should be recorded in box 4, not box 6. This does not affect the auditor's opinion. The Clerk also asked Members to note the error made by Grant Thornton in assuming that the defibrillator maintenance costs of £306.00 should be included in assets. An email from Grant Thornton acknowledges the error and confirms that this will be amended in 2016.

10. CORRESPONDENCE (15/046)

Members noted the following items of correspondence:

- a) LALC News, 154.
- b) Email from LALC dated 23 September 2015: Letter from NALC, 'Fly a Flag for the Commonwealth'. 14 March 2016.
- c)

11. DATE OF FUTURE MEETINGS (15/047)

- a) Public Consultation Meeting 'Budget' to be held on 2 December 2015.
- b) Parish Council Meeting to be held on 9 December 2015.

The Chairman closed the meeting.