

Minutes of the Ingoldsby Parish Council Meeting held in the Village Hall, Ingoldsby on Wednesday 6 December 2017

Public Forum: There were two members of the public present. One parishioner gave thanks to the Parish Council and volunteers for the recent community cleaning event and he also acknowledged the minor improvements to Bitchfield Road. The parishioner raised concerned that the 30mph signs at the village limits had still not been moved further out-with the village. The Chairman confirmed that this is an issue which the Parish Council has raised time and time again with the Area Highways Department.

Action: Clerk to contact Rowan Smith and Martin Hill.

A parishioner asked whether the Parish Council had made a decision regarding the wheelie bin stickers (speed repeater signs). The Chairman informed the meeting that this item is on the agenda for discussion. There Chairman also informed the parishioner that the Parish Council were in the final stages of purchasing a Speed Indicator Device (SID).

1. **WELCOME REMARKS BY THE CHAIRMAN (17/023)**

The Chairman welcomed Members to the meeting and informed those present that the main focus of the December meeting is the budget and precept setting for the 2018/2019 financial year. He wished all a Merry Christmas and informed the meeting of Christmas festivities in the Parish.

2. **APOLOGIES (17/024)**

None.

3. **DECLARATIONS OF PECUNIARY INTEREST & DISPENSATIONS (17/025)**

- a) No reports of pecuniary interests or applications for dispensations in relation to the agenda.
- b) Councillor Eldred reported her interests in relation to the Village Hall Committee.

4. **SIGNING OF THE MINUTES (17/026)**

- a) The Clerk's notes from the meeting held on Wednesday 24 May 2017 and 4 October 2017 were accepted as true and accurate record of those meetings. The minutes were not available for signature.

Action: Clerk to add to January agenda.

5. **GENERAL MATTERS (17/027)**

- a) SID & Wheelie Bin Sticker

The Clerk informed the meeting of the costs of wheelie bin stickers. Members agreed to supply them to households on Main Street only. Members resolved to approve expenditure for 100 stickers at £80.00.

Action: Clerk to place order.

The Clerk updated Members; the LRSP had visited the village but only approved one site for the SID.

Action: Clerk to place the order for the SID. Clerk/Councillor Kenyon to liaise with the LRSP in relation to other potential sites for the SID.

- b) Public Footpaths
Members noted that some local landowners have not reinstated public footpaths across their land. Members agreed that the Parish Council will approach the landowners in the first instance.
- c) Fridge Magnets
Fridge magnets have been distributed Parish-wide reminding what actions to take in the event of a cardiac arrest.
- d) Cemetery Bin
The Chairman confirmed that the bins were now being emptied. One bin is in need of repair. The Clerk confirmed that SKDC had been informed of the damage.
Action: Clerk to pursue the repair/replacement.
- e) Dog Waste Bin
Members discussed bin provision at some length but agreed not to pursue this.
- f) Community Improvements
Members agreed in principle to a new, dedicated and lockable Parish Council noticeboard. Councillor Kenyon informed the meeting that the prices from Greenbarnes vary, up to a maximum of £2,000.00 depending on the size of the noticeboard. The noticeboards are made out of recyclable, low maintenance materials. There was also some discussion relating to planters and village name signs at the village limits. The Chairman also mentioned the possibility of renewing the play area in the village. The Clerk reminded Members that there is currently £3112.00 earmarked for community improvements. Further bulb-planting was also discussed.
Action: Councillor Kenyon to obtain prices for noticeboards, planters and installation.
- g) Social Calendar
Members discussed putting together a social calendar in conjunction with the other community organisations.
Action: The Clerk and members will liaise with the various community organisations.
- h) Standing Orders
The Clerk told Members that NALC have just issued new model Standing Orders. The Chairman proposed the adoption of new Standing Orders. The proposal was seconded by Councillor Kenyon and passed by resolution of the Council.

6. HIGHWAYS (17/028)

- a) Members generally discussed a number of local highways issues. Reports of new or outstanding highways defects and other updates if available. New faults to be reported at www.lincolnshire.gov.uk/faultreporting or email cschighways@lincolnshire.gov.uk or contact customer services by telephone on 01522 782070.

7. **PLANNING MATTERS (17/029)**

a) New Planning Matters:

i) Mr & Mrs Southwell (S17/1845) – Erection of single storey rear extension, Red Hill Barn, Scotland Lane, Ingoldbsy, NG33 4ES (deadline for comments 21 December 2017): Members discussed the application but agreed that they had no comments for submission to the planning department in relation to this application.

b) Decisions received:

i) None.

8. **FINANCE (17/030)**

a) Members noted the current bank balances:

Current Account as at 30 November 2017	3170.16
Savings Account as at 30 November 2017	5464.07
TOTAL	8634.23

Members noted that there has been a transfer of £725.23 from the current account to the savings account. This transaction was approved at the Annual Parish Council meeting in May.

b) Members noted the following income received between 29 September 2017 and 30 November 2017:

Interest (October)	0.16
Interest (November)	0.16
SKDC Community Cleaning Grant (Final payment)	390.00
TOTAL	<u>390.32</u>

c) Members resolved to approve the following expenditure which has been paid or is to be paid in line with the approved list of regular payments:

Clerk's Salary, October	94.24
Clerk's Salary, November	94.24
Clerk's Salary, December	94.24
BT September Invoice	44.28
BT October Invoice	44.28
BT November Invoice	44.28
BT December Invoice	44.28
TOTAL	<u>459.84</u>

d) The income and expenditure account for October and November was accepted and the bank balanced were verified.

e) The Clerk presented the third-quarter budget review to Members and proposed amendments to the current budget to accommodate over-spending and under-spending under different budget headings. The report is enclosed.

Proposed amendments to 2017/2018 budget

December 2017

In terms of the current budget, the Parish Council has overspent in several areas (against the budget) including the audit fee, defibrillator costs and BT. It is my best guess that the Parish Council will, by year end, have also over-spent in terms of payroll.

The purpose of these proposed amendments is to take excess budgeted funds from areas where the Parish Council has underspent to where it has over-spent. Over-spending on the bank reconciliation against the budget will only attract the attention of the external auditors.

The proposals are as follows:

1. To take £80.00 from the Village Hall budget. The Parish Council has under-spent in this area against the budget. This leaves enough funds to cover further hall hire to year end. The £80.00 should be divided as follows: £4.00 to the audit budget, £10.00 to the payroll budget, £50.00 to the defibrillator budget and £16.00 to the BT budget.
2. To take £85.00 from the Annual Subscriptions budget. The Parish Council has under-spent in this area against the budget and there will be no further spending this financial year. The £85.00 should be added to the BT budget.
3. To take £7.00 from the bins budget. The Parish Council has under-spent against the budget in this area and there will be no further spending this financial year. The £7.00 should be added to the BT budget.
4. To take £45.00 from the Insurance budget. The Parish Council has under-spent against the budget in this area and there will be no further spending this financial year. The £45.00 should be added to the BT budget.

The Clerk explained to Members that, although a grant is received from SKDC to cover a percentage of the cost of the BT bills, this is not received until the following financial year. The BT budget-head consequently appears to be over-budget.

Councillor Eldred proposed the above amendments to the current budget. The proposal was seconded by Councillor Kenyon and passed by resolution of the Council.

- f) The Clerk reminded Members that the current precept set by the Parish Council in December 2016 stands at £4566.00. Following lengthy discussion, the Chairman proposed a 2% increase to the precept. The proposal was seconded by Councillor Weller and passed by resolution of the Council.

Action: The Clerk to apply to SKDC for a precept of £4657.32.

- g) Members reviewed the proposed budget for 2018/2019. The Chairman proposed that the budget be accepted. The proposal was seconded by Councillor Ward-Barrow and passed by resolution of the Council.

9. **CORRESPONDENCE (17/031)**

Members noted the following correspondence:

- a) Email from LCC dated 22 August 2017, Visit from Diane Hansen, Head of Engagement and Inclusion at South West Lincolnshire Clinical Commissioning Group (to discuss how the Council are committed to improving healthcare in the future). The Clerk told Members that she was still awaiting a response from Diane Hansen in response to Councillors requests for further information.
- b) News and Updates Bulletin from Community Lincs, November 2017.
- c) Email from BT Business Communications dated 7 November, Price Increased from January 2017.
- d) Letter from Pensions Regulator dated 1 October, Compliant with Pensions Regulations.
- e) Email from Councillor Richard Davies dated 3 November, Timings of Part-Night Streetlights.
- f) Email from LCC, dated 2 November 2017, School Admissions Policy Consultation 2019.
- g) Email from LCC Highways dated 8 November 2017, West Parish Cluster Sessions (Copy of Presentation).
- h) Email from Councillor Kenyon dated 24 November 2017 in relation to funding for fruit trees.

Action: Clerk to apply to the fund. Councillor Eldred to liaise with the school.

10. **DATE OF FUTURE MEETINGS (17/032)**

Members agreed to hold the next meeting of the Parish Council on Wednesday 24 January 2018 at 8pm.

The Chairman closed the meeting at 21.12.