

## MEETING OF INGOLDSBY PARISH COUNCIL

DRAFT Minutes of the **Ingoldsby Parish Council Meeting** held in the Village Hall, Ingoldsby on Wednesday 6 October 2021.

The Chairman, with full agreement of the Council, and in accordance with the Public Bodies Act 1960 moved the meeting to closed session due to the confidential nature of items to be discussed.

The Chairman, with the full agreement of the Council, moved the meeting into open session.

**Public Forum:** Helen Lewis, Steve Slight, John Jayes, District Councillor Sarah Trotter

Helen Lewis confirmed that she had received a photograph of the proposed bench requested for Rosemary Rise. Mr John Jayes said he will be more than happy to plant bulbs on Rosemary Rise. Councillor Sarah Trotter said she would liaise with County Councillor Martin Hill in relation to an update on the Rosemary Rise parking issue.

Mr Slight read out a prepared statement. He reported details of an on-going neighbour dispute and anti-social behaviour and asked the Parish Council for assistance. District Councillor Sarah Trotter informed Mr Slight that this is a police matter.

**Action: Clerk to contact the PCSO. Councillor Trotter and Clerk to connect regarding the bench and liaison SKDC.**

The Chairman reminded the meeting that the litter pick will take place on Saturday 16 October at 9.30am. She confirmed that the equipment from SKDC will be disinfected prior to issue. She advised that volunteers bring their own gloves and a cup for tea and biscuits which will be served afterwards in the village hall.

### 1) **WELCOME REMARKS BY THE CHAIRMAN**

The Chairman welcomed members to the meeting taking place in the village hall and to Councillor Weller who joined the meeting via zoom. Councillor Weller is currently quarantining prior to surgery. The Chairman wished Councillor Weller the very best on behalf of the Parish Council.

### 2) **PRESENT**

Angela Eldred, Chairman  
Jeffery Kenyon, Vice-Chairman  
Darryl Weller (via zoom)  
Mike Ward-Barrow  
Anna Nelson

### 3) **APOLOGIES**

a) None

### 4) **DECLARATIONS OF PECUNIARY INTEREST & DISPENSATIONS**

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. Councillor Nelson reported interests in relation to planning application S21/1723.

### 5) **SIGNING OF THE MINUTES**

a) Members resolved to accept the Clerk's notes of the Parish Council meeting held 1 September 2021 as a true and accurate record of that meeting. The minutes were duly signed and dated.

### 6) **GENERAL MATTERS**

a) County Council Matters  
None.

b) District Council Matters  
District Councillor Trotter raised the issue of ENF20/0117 breach of works not in accordance with S19/1802 and S19/1311 ARNOLD The Rectory, Back Lane, Ingoldsby but was unable to provide any

further updates. Councillor Kenyon informed the meeting that he had recently discussed the matter with a former colleague, the Chief Executive of SKDC. Councillor Trotter said she would continue to press the matter.

Councillor Trotter noted that S21/1425 Mr L Allen, Oaklands, Main Street, Ingoldsby – Change of use of agricultural field to dog exercise area and associated development has been called before the Planning Committee. The public hearing will be held on 13 October 2021 at 1pm. She said she would try to attend.

- c) Litter Pick (to ratify agreed expenditure)  
Members agreed at the meeting on 1 September 2021, expenditure between £50-£100 for the purchase of bulbs for planting at the litter pick. The Clerk reminded members that this decision needed to be ratified as the litter pick' had been omitted from the agenda for 1 September 2021. Members resolved to approve the agreed expenditure.  
**Action: Councillor Eldred to email the receipt for the bulbs and accessories to the Clerk.**
- d) Laptop Contribution  
Members resolved to approve, in closed session on 1 September 2021, to pay 50% of the cost of the Clerk's new laptop over two financial years. The Clerk will receive two payments of £370.00.
- e) Clerk's Overtime August 2021 (notice of decision reached in closed session on 1 September 2021)  
Members resolved to approve, in closed session on 1 September 2021, to pay 22 hours overtime to the Clerk.
- f) Defibrillator
- i) VETS (Village Emergency Telephone Scheme)  
The Clerk has obtained an up-to-date list of the VETS volunteers. The VETS system was explained for the purposes of those present. Councillor Weller confirmed that more people have come forward to express an interest in volunteering.  
**Action: Chairman to contact those currently listed as volunteers to ascertain their status. Clerk to find out if there is maximum number of volunteers.**
- ii) Training (First Aid/Defibrillator)  
Members acknowledged that the British Red Cross offer face to face and digital workshops free of charge. Members noted the fee of £175.00 plus VAT or training with the Community Heartbeat Trust. Councillor Weller said she may have a contact, a former medical professional, who may also be able to offer some training.  
  
Councillor Weller stated that the training delivered previously by the Red Cross had provided the VETS volunteers with confidence to use the defibrillator. Member discussed the protocol for obtaining the defibrillator. Councillor Weller emphasized the importance of dialling 999 to alert the emergency services, getting trained professionals en route to a person in medical distress is a priority. The operator will subsequently issue the code for the defibrillator case.
- iii) Quote and Design for fridge magnets  
Members resolved to approve the purchase of 150 fridge magnets at a cost of £233.24.  
**Action: Clerk to order the fridge magnets.**
- g) Bench for Rosemary Rise  
The Clerk informed Members that the cost of a replacement bench for Rosemary Rise is £672.49 before tax. The Clerk advised Members that there is sufficient funding in the community improvements budget head to accommodate this expense and £3500 in reserves earmarked for community improvements. Councillor Kenyon proposed the expenditure, it was seconded by Councillor Eldred and passed by resolution of the Council.  
**Action: Clerk to obtain delivery details from the Chairman and place the order.**

- h) Newsletter  
Members agreed to circulate a newsletter with the fridge magnets prior to Christmas.
- i) Playground  
Councillor Nelson informed the meeting that one quote had been received for new play equipment including a multi-surface play area. Two further quotes are required. Councillor Nelson plans to liaise with the working group and to engage with the school. General feedback from the playground supplier is that photographs of community engagement are required for funding applications. Funding options are being explored. It is estimated that the project will cost in the region of 50-60k.
- j) Overtime  
The Clerk informed Members that September overtime had been carried forward to the October timesheet and did not currently require approval.
- k) Outstanding actions  
Further to recent enquiries the Parish Council confirmed that they will continue to use the services of Autela Payroll Services and there will be no changes to the role of the Clerk who will remain an employee of the Council.

Update of the website is still outstanding.

#### 7) **HIGHWAYS**

- a) The Council would like to remind parishioners that new faults can be reported at [www.lincolnshire.gov.uk/faultreporting](http://www.lincolnshire.gov.uk/faultreporting) or email [cschighways@lincolnshire.gov.uk](mailto:cschighways@lincolnshire.gov.uk) or contact customer services by telephone on 01522 782070.

Street light reported as dim outside Richmond House.

#### 8) **PLANNING MATTERS**

- a) New Planning Matters:
- ii) S21/1723 Mr & Mrs T & A Nelson, The Old Post Office, Main Street, Ingoldsby, NG33 4EJ. Listed building consent. Members had no comment to make in relation to this application.
- b) Decisions pending or received:
- i) ENF20/0117 breach of works not in accordance with S19/1802 and S19/1311 ARNOLD The Rectory, Back Lane, Ingoldsby.
- ii) S21/1425 Mr L Allen, Oaklands, Main Street, Ingoldsby – Change of use of agricultural field to dog exercise area and associated development. Members noted that a public hearing has been called in relation to this planning which will be held on 13 October 2021 at 1pm.

Steve Slight, John Jayes and District Councillor Sarah Trotter left the meeting.

#### 9) **FINANCE**

- a) Members noted the income received from 22 August and 27 September 2021.
- |                      |             |
|----------------------|-------------|
| Interest (September) | 0.07        |
| <b>TOTAL</b>         | <b>0.07</b> |
- b) Members noted the expenditure to be paid in line with the approved list of regular payments between 22 August and 27 September 2021 or for approval.
- |   |        |
|---|--------|
| Clerk's Salary (September)                | 394.50 |
| BT (August)                               | 44.39  |
| BDG Mowing (1710,1749)                    | 140.00 |
| Laptop Costs                              | 370.00 |
| Autela Payroll Services, Quarter 2 (6987) | 50.40  |
| RBL Wreath, S137                          | 50.00  |

**TOTAL**

**1049.29**

c) Members resolved to the monthly income and expenditure accounts for August and September 2021.

c) Six-month budget review

In terms of Clerk's salary the Parish Council is currently over-budget 43%. Funds will have to be re-directed to this budget head. The Clerk suggested a review of this budget head at the end of the third quarter. £370.00 has been added to the expenses budget head from unmarked reserves to cover the costs of the Parish Council's contribution to the Clerk's laptop and this budget head now rests within budget. The Parish Council is over budget by 43% for annual subscriptions due to an increase in LALC's annual subscription fee. The BT budget head is currently under budget by 9% and the Clerk suggests diverting £55.00 to the subscriptions budget head to bring this within budget. This was proposed by Councillor Kenyon, seconded by the Chairman and passed by resolution of the Council. All other budget heads are within budget and as expected.

**Action: Clerk to amend the totals for unmarked reserves to take into account recent changes. Amendments to the BT and Annual Subscription budget head to be made. Clerk to prepare budget document for 2022-23 for the November meeting.**

Kommentar [HW1]:

d) Bank Mandate

Councillor Kenyon delivered the completed mandate to the bank.

12) **CORRESPONDENCE**

a) None.

13) **DATE AND TIME OF NEXT MEETING**

Wednesday 3 November 8pm in the Village Hall, Ingoldsby

*The Chairman closed the meeting at 9.45pm.*