

MEETING OF INGOLDSBY PARISH COUNCIL

Minutes of the **Ingoldsby Parish Council Meeting** held on Wednesday 15 March 2023 at 8pm in the Village Hall, Main Street, Ingoldsby

Public Forum: The Chair opened the public forum. There was one parishioner present. He introduced himself as a relative newcomer, having moved into the village in August 2022. There was some general discussion about street lighting and verge ownership.

1) **WELCOME REMARKS BY THE CHAIR (22/077)**

The Chair, Councillor Eldred, welcomed members to the meeting.

She wanted to express, on behalf of the Council, her well wishes to the Internal Auditor, Mr Jackson and his wife Jenny, following her recent illness. She expressed her thanks to Councillors Kenyon and Nelson for their hard work with the questionnaire and she thanked the local organisations for coming together once again to organise events to commemorate the King's coronation in May.

Councillor Kenyon informed the meeting that it is no longer proper to use the term 'purdah', relating to the pre-election period, and the term 'pre-election period' should now be used instead.

2) **PRESENT (22/078)**

Councillor Eldred, Chair
Councillor Kenyon, Vice-Chair
Councillor Leigh
Councillor Nelson
Councillor Weller

3) **APOLOGIES (22/079)**

None.

4) **DECLARATIONS OF PECUNIARY INTEREST & DISPENSATIONS (22/080)**

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

5) **SIGNING OF THE MINUTES (22/081)**

Members resolved to accept the Clerk's notes of the Parish Council meeting held on Wednesday 15 February 2023 as a true and accurate record of that meeting. The minutes were duly signed and dated.

6) **GENERAL MATTERS (22/082)**

a) County & District Council

District Councillor Trotter submitted her apologies.

b) Litter Pick

The Spring litter pick has been scheduled for Saturday 25 March 2022 at 9.15am. It was noted that volunteers will be covered by the Parish Council policy of insurance

within the village 30mph limits. Councillor Kenyon has prepared a disclaimer in any case for volunteers to sign. Volunteers will be reminded not to pick up anything that might pose a health and safety risk.

c) Village Questionnaire

Councillor Kenyon reported that 56 questionnaires had been returned. He provided a summary of the findings, but further collation is required and will be reported in full at the next meeting of the Parish Council. Further to discussion about the questionnaire, Councillor Nelson suggested that a list of FAQ's if put together relating to pot-hole reporting, street-lighting etc, for inclusion on the website, community Facebook page and Clerk's out of office reply.

Action: Councillor Kenyon to collate results. Clerk to put together a draft list of FAQs.

d) Playground

Further to recent informal discussions with the Parish Council and Playing Field Association, Councillor Nelson reported that she will now pursue funding bids for the playground as an interested party of the PFA, not as a Parish Councillor. There was general agreement that for the time being, the Parish Council would take a step back with dissolution of the working group. It was agreed that Councillor Nelson will now need to declare an interest in relation to the Playing Field Association and potentially the PTA of which she is also a member.

e) Coronation Update (Monday 8 May Bank Holiday)

Councillor Kenyon summarised the draft schedule of events for the Coronation weekend. He has created a draft flyer, which has been prepared ahead of the pre-election period to avoid any criticism of electioneering, but the social club calendar of events has yet to be confirmed.

Councillor Kenyon reported that he has applied to SKDC's Community Grant Fund for a donation of £176.94 to assist with the costs of the proposed afternoon tea. Afternoon tea will be free to those in the over 70's category and donations will be requested from all other guests. Bookings will be taken in advance and any proceeds will go to the village hall to help cover running costs.

Decision: Councillor Kenyon proposed the purchase of 80 ceramic commemorative mugs with the official coronation logo, using Section 137 of the Local Government Act. The proposal was seconded by Councillor Leigh and passed by resolution of the Council.

Reason for decision: The mugs given to children in the village to mark the Jubilee were well received and the Parish Council would again like to mark the occasion. A mug will be provided free of charge to each eligible child in the village. As there was demand at the Jubilee from other villagers, the opportunity has been taken here to purchase more mugs that will then be sold.

Action: Clerk to obtain a draft design for the mugs for approval prior to order.

f) Section 137 Applications

i) The Playing Field Association have applied for £400.00 to cover the cost of entertainment for the Coronation. Members have perused the application and Councillor Eldred suggested that the Section 137 be granted to the PFA.

Decision: The Chair, Councillor Eldred proposed the Section 137 grant of £400.00 be agreed. The proposal was seconded by Councillor Nelson and passed unanimously by resolution of the Council.

Reason for decision: At the Jubilee, a live band was provided by the Social Club and there is an opportunity here to do the same. Should a band be found, this will help to mark the event at the Social Club and encourage more visitors. If the Social Club are unable to secure a band these funds will not be delivered.

ii) The Village Hall Committee have applied for £176.94 to cover the costs associated with the afternoon tea that has been planned for the Coronation. The funding will not be required if the application to SKDC's Community Grant Fund is successful. Members perused the application.

Decision: Councillor Kenyon proposed the Section 137 grant of £176.94 be agreed. The proposal was seconded by Councillor Leigh and passed unanimously by resolution of the Council.

Reason for decision: The funds from the Section 137 budget head will only be used if the application to SKDC is refused. The funding is therefore a fallback. The event in the village hall as proposed, will bring together members of the community and also fits well with communities volunteering to assist on the Monday (without funding, this event will not take place).

g) Playing Field Association, Open Spaces Act 1906 (s9-10)

The Playing Field Association have asked the Parish Council for funding assistance with the on-going maintenance of the playing field in the form of £600.00. The Clerk informed members that the Parish Council has a power under the Open Spaces Act of 1906 (s9-10) to authorise spending for this purpose (not Section 137 which should only be used when no other power exists). After there was considerable discussion.

Decision: Councillor Kenyon proposed a maximum budget of £600 to assist the Playing Field Association with the maintenance of the playing field from the start of the financial year on 1 April 2023 to 31 March 2024. Upon receipt of invoices, the Clerk will issue payment to the PFA with funding coming from earmarked reserves for community improvements. The proposal was seconded by Councillor Leigh and passed by resolution of the Council. It should be noted that Councillor Nelson abstained from voting due to her interests relating to the PFA.

Reason for decision: The playing fields are a village asset and well used by members of the community. Without the dedication of the PFA to maintain the asset, they would revert to the Parish Council. A contribution to their upkeep, like other

contributions the Parish Council make to other community assets, is therefore felt to be needed and fair.

h) Elections

A reminder of the election timetable.

Election Timetable	
Publication of Notice of Election – start of nomination process for all candidates (purdah). <i>Notices will be available on the Parish Council noticeboard and website.</i>	Monday 20 March 2023
Delivery of Nomination Papers (<i>nomination papers are required to be delivered in person* to:</i> <i>The Office of the Returning Officer</i> <i>South Kesteven District Council</i> <i>South Kesteven House</i> <i>St Peter’s Hill</i> <i>Grantham, NG31 6PY</i> <i>*In person means someone that the candidate trusts. This does not have to be the candidate.</i> <i>Delivery of nomination papers will be by appointment between the hours of 10am and 4pm. The elections team can be contacted on 01476 406080 or by emailing nominations@southkesteven.gov.uk.</i> <i>Nomination papers can be obtained from Angela Eldred on 01476 585765 while supplies last. Further copies can be obtained from the elections team at SKDC.</i>	Between Monday 20 March and 4pm on Tuesday 4 April 2023
Deadline for submission of Nomination Papers/Deadline for candidate withdrawals	4pm on Tuesday 4 April 2023
Publication of Statements of Persons Nominated	By 4pm on Wednesday 5 April 2023
Polling Day	Thursday 4 May 2023 (7am to 10pm)
New councillors take up office/old councillors retire	Tuesday 9 May 2023

7) **HIGHWAYS (22/083)**

- a) Reports of new or outstanding highways defects include an increasing number of potholes on the village roads.
Members of the public are advised to report any new faults at www.lincolnshire.gov.uk/faultreporting or email cschighways@lincolnshire.gov.uk or contact customer services by telephone on 01522 782070

8) **PLANNING MATTERS (22/084)**

- a) New Planning Matters:
i) None.
- 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.

Members noted the letter received from Matthew Johnstone, Case Officer at SKDC on 28 February 2023; two areas of works in breach of planning control: dormer window and wall height to the right-hand side of the front driveway. Councillor Kenyon explained that ARNOLD will be required to submit a retrospective planning application for the dormer window and comply with orders to reduce the height of the wall to not exceed 2m in height.

There was some concern about the pile of wood in the garden at the property. Environmental Health has been out to assess the situation and no action is required currently.

- ii)

Application No:	S22/2432
Applicant:	Mrs Fiona Blackwell
Proposal:	Outline planning application, with all matters reserved, for the erection of a detached dwelling and garage.
Location:	Land opposite Green Gates, Grantham Road, Ingoldsby, Lincolnshire, Ng33 4EQ
Case Details:	Peter Lifford, Case Officer p.lifford@southkesteven.gov.uk ext. 6391
Deadline:	18 July 2022
Status:	21 October 2022
Parish Council:	No comments/objections. STILL PENDING

9) **FINANCE (22/085)**

- a) Members noted the current bank balances as of 8 March 2023.

Current Account	738.66
Savings Account	7372.17
TOTAL	8110.83

- b) Members noted the income received between 9 February and 8 March 2023.

Interest (March)	5.93
TOTAL	5.93

- c) Members noted the expenditure to be paid in line with the approved list of Regular payments between 9 February and 8 March 2023, or for approval. Members resolved to approve the monthly income and expenditure accounts for end February through early March 2023.

Clerk's salary, February 2023	125.36
Bank Charges, February 2023	5.00
BT Group, February 2023	32.34
Planter, Reimbursement to Mr Slight 9recorded in earlier minutes)	56.93
TOTAL	<u>219.63</u>

- d) Members noted the record of reserves as of 9 March February 2023.

<u>Earmarked Reserves</u>	
Elections	1774.74
Defibrillator	1400.00
Laptop	150.00
Community Improvements	3748.31
Reserves 'not earmarked'	299.12
TOTAL	<u>7372.17</u>

- e) Third quarter budget review (update).

Due to the expense of the Jubilee this year, the Parish Council did not budget anything for community improvements but there was a total spend of £134.52 which has been drawn from the 'community improvements earmarked reserves fund'. The necessary amendments have been made to the earmarked reserves figures per the March bank reconciliation.

The annual subscriptions budget head sits at 69% with no further expenditure anticipated before year end. It is suggested that £55.07 is taken from this budget head and diverted to the Clerk's salary. The Clerk's salary is predicted to be overspent by 13% which will lead to a significant variance. After this shift, the Clerk's budget head is predicted to still be overspent by 11%.

The insurance budget head sits at 68% with no further expenditure anticipated before year end. It is suggested that £114.00 is diverted to the Clerk's salary budget head. This will bring the Clerk's salary budget head to just 4% over.

Any further movement from one budget head to another must now wait until the final invoices have been received and paid.

31 March 2023 is the Parish Council's financial year end.

Decision: Councillor Kenyon proposed the amendments to the budget per the above report from the Clerk. The proposal was seconded by Councillor Nelson and passed by resolution of the Council.

Reason for decision: The changes to the budget present a better reflection of the spend of the Parish Council over the 2022/23 financial year.

10) **CORRESPONDENCE (22/086)**

Members noted the following correspondence:

- a) Email from LALC, LALC News weekly newsletter.
- b) The Rural Bulletin weekly newsletter.
- c) Town & Parish Council Update dated 8 March 2023.

11) **DATE AND TIME OF NEXT MEETING (22/087)**

- Wednesday 15 March - Parish Council meeting.
- 19 April Year End Finances – Parish Council meeting (this will be short meeting to agree year end finances only).
- Annual Parish Council Meeting (must take place within 14 days of new councillors taking office) - 17 May at 8pm
- Annual Parish Meeting – 24 May at 8pm

12) **CLOSED SESSION (22/088)**

Item not required.

The Chairman closed the meeting at 9.00pm