

## MEETING OF INGOLDSBY PARISH COUNCIL

Dear Councillor

I hereby give you notice that the **INGOLDSBY PARISH COUNCIL MEETING** will be held in the Village Hall, Ingoldsby, on **Wednesday 7 MAY 2014** following the public forum, when members of the public may ask questions or make short statements to the Council, which commences at 7.45pm. All members of the Parish Council are summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.



Clerk to the Council

Date **Thursday 1 May 2014**

### Public Forum

1. **ELECTION OF CHAIRMAN & DECLARATION OF ACCEPTANCE OF OFFICE**
2. **ELECTION OF VICE-CHAIRMAN**
3. **WELCOME REMARKS BY THE CHAIRMAN**
4. **APOLOGIES**
  - a) Apologies for absence and reasons given.
5. **DECLARATIONS OF PECUNIARY INTEREST & DISPENSATIONS**
  - a) To receive reports on members' disclosable pecuniary interests and to receive dispensations in accordance with the Localism Act 2011.
6. **SIGNING OF THE MINUTES**
  - a) To resolve to accept the Clerk's notes of the meeting held on Wednesday 19 March 2014 as true and accurate minutes of that meeting.
7. **CLERK'S REPORT**
  - a) Annual Review of Parish Council policy documentation.
  - b) To receive any updates if available from the Clerk in relation to the Parish Council Website.
  - c) To resolve to approve the grants policy for the allocation of funds to support local initiatives (Section 137 of the Local Government Act 1972).
  - d) To receive an update from the Clerk in relation to a community access defibrillator and funding from the Margaret Brown Trust.
    - Open meeting – presentation from the Secretary, Martin Fagin of the CHT.
    - To receive a recommendation from the Clerk in relation to establishing a Defibrillator Working Group.
    - To resolve to approve the siting of the defibrillator.
    - To receive a recommendation from the Clerk in relation to the purchase of the defibrillator from the CHT.
  - e) To receive an update in relation to the Neighbourhood Watch Group.

- f) To resolve to approve the Asset Register.
- g) To receive an update from Council Members in relation to the community improvements working group.
- h) To resolve to approve the Clerk's annual increment with effect from April 2014 from SCP 15 at £8.42 per hour to SCP 16 at £8.63 per hour.

8. **COUNTY & DISTRICT COUNCIL & COMMUNITY MATTERS**

- a) County Councillor Martin Hill.
- b) District Councillor Peter Stephens.

9. **HIGHWAYS**

- a) Village Walkabout – Area Highways Manager, Mr Mark Heaton.
  - i) Outstanding Issues from Village Walkabout 2013. Response awaited from Mr B Gault.
  - ii) Village Walkabout 2014, 7 August 2014 at 9.30am.

10. **PLANNING MATTERS**

- a) Decisions received:  
S14/0420, Tarling, The Bungalow, Chapel Lane, Ingoldsby – Erection of porch, single storey front and rear extensions, detached garden room.  
Decision: Approved conditionally on 8 April 2014 (*circulated by email on 24 April 2014*).
- b) Planning Matters awaiting decision: None.

11. **FINANCE**

- a) To note the income received:
 

i)	NALC Bursary	£57.00
ii)	Precept	£4343.00
iii)	Council Tax Grant	£123.00
iv)	Community Cleaning Grant (part payment)	£328.12
  
- b) To note the following expenditure under Clerk's Emergency Spending Powers with the authorisation of two signatories as per current financial regulations.
 

i)	Clerk's Wage - April (8 hours)	£67.36
ii)	Clerk's Overtime – March (9 hours)	£75.78
iii)	Clerk's Mileage – April (26 miles at 45ppm)	£11.70
iv)	Paye Tax	-£10.00
	<u>Total</u>	<u>£144.84</u>
v)	Autela Limited – April	£10.75
vi)	Village Hall (2013/2014)	£39.00
vii)	NALC Bursary	£57.00
  
- c) To resolve to approve the following payments:
 

i)	Clerk's Wage - May (8 hours)	£TBC
ii)	Clerk's Overtime – April (8.5 hours)	£TBC
iii)	Clerk's Mileage – May (30 miles at 45ppm)	£13.50
iv)	Paye Tax	-£TBC
	<u>Total</u>	<u>£TBC</u>
v)	Autela May	£10.75

vi)	Clerk's Expenses	
	• Post Office (Audit Notice)	£0.73
	• Boxfile	£5.61
	• Ink Cartridges	£24.95
	<u>Total</u>	<u>£31.29</u>
vii)	John Jackson, Internal Audit	£50.00
viii)	SLCC Annual Subscription (25% contribution)	£32.25

- d) To resolve to approve new model Financial Regulations.
- e) To approve the Year End Accounts and to sign the account book.
- f) External Audit Form.
  - i) To resolve to approve Section 1. To be signed and dated accordingly by the Chairman and RFO.
  - ii) To complete Section 2. To be signed and dated accordingly by the Chairman and the Clerk.
- g) To resolve to approve the income & Expenditure Account 2014/2015.
- h) Members to approve a list of regular scheduled payments for 2014-2014 as per financial regulations.
- i) To receive a recommendation to transfer a sum from the general account to reserve account.
- j) To review the annual policy of insurance.

12. **CORRESPONDENCE**

- a) Item to be addressed in Closed Session.

13. **DATE OF FUTURE MEETINGS**

- a) Wednesday 16 July 2014 at 7.45pm
- b) Wednesday 15 October 2014 at 7.45pm.

14. **CLOSED SESSION** (for confidential items in accordance with the Public Bodies Act 1960).

- a) Complaint dated 15 April 2014.

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*Parishioners requiring a more detailed version of the agenda or explanation as to content are asked to contact the Clerk in the first instance by telephone or email. Contact details are listed above.*