

## 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 8 JANUARY 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 2 January 2014**

1.     **PUBLIC FORUM**
2.     **WELCOME REMARKS BY THE CHAIRMAN**
3.     **APOLOGIES**
  - a)     Apologies for absence and reasons given.
4.     **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.
5.     **SIGNING OF THE MINUTES**
  - a)     To resolve to accept the Acting Clerk's notes of the meeting held on Wednesday 13 November 2013 as true and accurate minutes of that meeting.
6.     **CLERK'S REPORT**
  - a)     Minute book (1992 – 2000).
  - b)     Clerk to be appointed the Proper Officer for receiving Members' dispensations.
  - c)     To resolve to approve the Risk Assessment (general), Equal Opportunities, Financial Regulations, Standing Orders, Model Publication Scheme and a Complaint's Procedure.
  - d)     Bench Maintenance. To receive a report from Councillor Eldred.
  - e)     To receive an update from the Clerk in relation to the Asset Register & Risk Assessment.
  - f)     Drains – Rosemary Rise. To receive a report from Councillor Eldred.
  - g)     Village Website. Email received from P. Harden dated 24 November 2013.
  - h)     Members to sign the Code of Conduct adopted on 13 November 2013.
  - i)     To receive an update from the Clerk in relation to the Community Cleaning Grant.
  - j)     To receive an update from the Clerk regarding online banking.
  - k)     To discuss the implementation of a grants policy.
  - l)     Clerk to propose a 25% contribution towards the annual subscription for anti-virus software.
7.     **COUNTY & DISTRICT COUNCIL & COMMUNITY MATTERS**
  - a)     County Councillor Martin Hill.
  - b)     District Councillor Peter Stephens.
8.     **HIGHWAYS**

- a) Village Walkabout – Area Highways Manager, Mr Mark Heaton.
  - i) Clerk’s Notes & Letter from Mark Heaton dated 3 December 2013.
  - ii) Overhanging hedges/tree branches obstructing pavements.
  - iii) Moss & Mould on pavements, Rosemary Rise. Village working group.
  - iv) Road Sweeping, SKDC.
  - v) Telegraph Pole, Main Street.
  - vi) Chapel Lane, Lighting, SKDC.
  - vii) Street Light 22, Main Street.
  - viii) Speed Limit Signs (Archer Survey)

**9. PLANNING MATTERS**

- a) Decisions received:
  - i) S13/2818 - Mr & Mrs C Adcock, The Grange, Ingoldsby, Grantham, Lincolnshire, NG33 4EY. Decision: Approved conditionally.
  - ii) Planning Matters awaiting decision: None.

**10. FINANCE**

- a) To note income received:
  - i) Nil
  
- b) To note the following expenditure under Clerk’s Emergency Spending Powers.
 

i) Clerk’s Wage and Mileage - November/December	£187.22
ii) Beauchamp Garden Services	£115.00
iii) HMRC	£38.00
iv) Autela Limited	£10.50
  
- c) To resolve to approve the following payments:
 

i) Clerk’s Wage and Mileage January	£210.82
ii) HMRC	£42.20
iii) Grant Thornton, External Audit Charges	£60.00
iv) Clerk’s Expenses – December/January	£35.17
v) Clerk’s Expenses – January	£33.08
  
- d) To receive a report from the Clerk regarding cheque 077 to SKDC for £462.27.
- e) Analysis of monthly Income and Expenditure Account.
- f) To receive an update on points raised in the Internal Audit Report.
- g) Grant Thornton – External Audit Report (circulated with agenda).
- h) Budget 2014/2015 and Precept Setting.

**11. CORRESPONDENCE**

- a) LALC News, Autumn 2013 (circulation file).
- b) Speed Management Review Survey – 13 December 2013 (circulated by LALC).

**12. DATE OF FUTURE MEETINGS**

- a) Wednesday 19 March
- Wednesday 7 May, Annual Meeting of the Parish Council
- Thursday 15 May, Annual Meeting of the Parish

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

- a) Letters received from P Harden dated (undated) and 20 December 2013.