

MEETING OF INGOLDSBY PARISH COUNCIL

Dear Councillor

You are summoned to attend the meeting of **INGOLDSBY PARISH COUNCIL** to be held in the Village Hall, Ingoldsby, on **Wednesday 24 May 2017 at 9.00pm** for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

The meeting will be preceded by a public forum, when members of the public may ask questions or make short statements to the Council, which commences at **8.45pm**.



Clerk to the Council

Date: **18 May 2017**

1. **ELECTION OF CHAIRMAN AND DECLARATION OF ACCEPTANCE OF OFFICE.**
2. **ELECTION OF VICE-CHAIRMAN AND DECLARATION OF ACCEPTANCE OF OFFICE.**
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 in relation to the agenda and any 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 7 December 2016 and 8 March 2017 as a true and accurate record of that meeting.
7. **GENERAL MATTERS**
 - a) To discuss any feedback from the Annual Parish meeting.
 - b) Annual review of policy documentation.
 - c) SID.
 - d) Defibrillator/VETS refresher training (Spring).
 - e) Fridge Magnets.
 - f) Litter pick, 8 July 2017.
 - g) Ingoldsby Woods, Forestry Commission.
 - h) Mailing list and electronic disclaimer.
8. **HIGHWAYS**
 - a) To receive any 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 cshighways@lincolnshire.gov.uk or contact customer services by telephone on 01522 782070.
 - b) To note correspondence received from the Rowan Smith, the Area Highways Manager in relation to signage for 'Jumbo Lane'.
 - c) To note the recent work carried out on Main Street.
9. **PLANNING MATTERS**
 - a) New Planning Matters:
 - i) None.

- b) Decisions received:
 i) Jasinski, S15/3503 – Variation of condition 2 (materials) and 3 (approved plans) of S15/2333 at Little Scotland Farm, Scotland Lane, Ingoldsby, NG33 3ES. Approved 11 February 2017.

10. **FINANCE**

- a) To note the year end bank balances as at 31 March 2017:
- | | |
|---|-----------------------|
| Current Account (as per bank balance) | 801.37 |
| Uncleared payments | (198.00) |
| Uncleared income | 122.50 |
| Actual Year End Figure | 725.23 |
| Savings Account Year End Figure | 4737.56 |
| TOTAL | <u>5462.79</u> |
| Cashbook total as at 31 March 2017 | <u>5462.79</u> |
| Bank reconciliation spreadsheet total as at 31 March 2017 | <u>5462.79</u> |
- b) To note the current bank balances:
- | | |
|-----------------------------------|------------------------|
| Current Account as at 18 May 2017 | 5405.02 |
| Savings Account as at 18 May 2017 | 4737.88 |
| TOTAL | <u>10142.90</u> |
- c) To note the following income received as at 18 May 2017:
- | | |
|---|-----------------------|
| Interest (April) | 0.16 |
| Interest (May) | 0.16 |
| SKDC Precept | 4566.00 |
| SKDC Community Cleaning Grant (Instalment 1 of 2) | 390.00 |
| TOTAL | <u>4956.32</u> |
- d) To note the following expenditure to be paid in line with the approved list of regular payments or for approval:
- | | |
|--|----------------------|
| ICO Annual Subscription (<i>direct debit</i>) | 35.00 |
| LALC Annual Subscription | 102.69 |
| Clerk's Salary, April | 94.24 |
| BT April Invoice | 44.28 |
| Clerk's Salary, May | 94.24 |
| Internal Audit Fee, John Jackson | 55.00 |
| Green Bin Fee, SKDC (<i>direct debit</i>) | 45.00 |
| Came & Company Insurance Renewal (<i>cheque</i>) | 282.80 |
| Clerk's Annual Computer Fee | 100.00 |
| TOTAL | <u>853.25</u> |
- e) To resolve to approve the end of year account. Cashbook to be signed and dated by the RFO/Clerk and Chairman.
- f) VAT reclaim.
- g) Analysis of the monthly income and expenditure account for April/May 2017.
- h) Internal Audit, Mr John Jackson.
- i) Intermediate audit by Grant Thornton.
- j) To complete and resolve to approve Section 1, Annual Governance Statement for 2016/17 of the Annual Return. Section 1 to be signed and dated by the Chairman and RFO/Clerk.
- k) To resolve to approve Section 2, Accounting Statements for 2016/17 of the Annual Return. Section 2 to be signed and dated by the Chairman and RFO/Clerk.
- l) Clerk to confirm compliance with the Transparency Code legislation.
- m) Annual transfer to savings account.
- n) Approval of payment schedule.

11. **CORRESPONDENCE**

- a) Parish Update, 26 April 2017.
- b) News and Update Bulletin from Community Lincs, April 2017.
- c) Local Plan Rescheduling, SKDC, 26 April 2017.
- d) Highways Maintenance Schemes 2017/2018, 21 April 2017.
- e) Highways Grass Cutting Schedule for 2017, 19 April 2017.
- f) LALC News, May 2017.

12. **DATE OF FUTURE MEETINGS:**

- a) To be confirmed.

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.