

Elkesley Parish Council

Minutes of the Elkesley Parish Council **Annual Meeting** held on Tuesday 17th May 2016, at 7.30pm in the Elkesley Memorial Hall, High Street, Elkesley.

Present: Cllr Oldbury, Cllr Raper, Cllr Fish, Cllr Flear, Cllr Hirst and Cllr Stronach

1582/16 Election of Chairperson

Cllr Raper proposed Cllr Oldbury for the position of Chair; this was seconded by Cllr Hirst and resolved by the Council. Cllr Oldbury accepted the position on the condition that the distribution of work was shared around the Councillors.

1583/16 Election of Vice-Chairperson

After nominates put forward; Cllr Oldbury proposed Cllr Raper for the position of Vice-Chair; seconded by Cllr Hirst and resolved by the Council.

1584/16 To sign Declaration of Acceptance of Office forms

Cllr Oldbury and Cllr Raper both signed their Declaration of Office forms and submitted them to the Clerk.

1585/16 To receive apologies for absence

Apologies received and approved from Cllr McCaffrey, Cllr Woodcock and Cllr O'Brien.

1586/16 To receive and record declaration of interests from Members in any item to be discussed

No declarations of interests received.

1587/16 To approve the minutes of the meeting held 19th April 2016

Cllr Flear proposed to accept the minutes as a true record of the meeting held 19th April 2016; this was seconded by the Chair and resolved by 6 votes.

1588/16 To hold a 10 minute public session

No issues raised.

1589/16 To receive reports from the District and County Councillors

District Cllrs Dukes gave an update on the issues raised at the last meeting

County Cllr Olge gave an update on County issues particular the registration to use the household waste site

1590/16 To appoint the Internal Auditor for 2016/17

It was resolved by 6 votes to appoint Mr A Storr as Internal auditor for 2016/17.

1591/16 To review signatories for the National Westminster Bank

The current signatories are Cllr Oldbury, Cllr Woodcock and Cllr Stronach. It was resolved by 6 votes for Cllr Flear to replace Cllr Simpson as a fourth signatory for the bank.

1592/16 To review Insurance Schedule for 2016/17

It was resolved by 6 votes to approve the insurance schedule for 2016/17 with Hiscox insurers through Came & Co.

1593/16 To approve the Annual Governance Statement and Accounts for the year ending 31st March 2016

The Clerk read through the Annual Governance Statement for year ending 31st March 2016; the Council resolved by 6 votes to accept the statements and the Chair and Clerk signed the declaration.

Minutes of the Annual Meeting of Elkesley Parish Council held 17th May 2016

The Clerk circulated copies of the Accounts for the year ending 31st March 2016; the Council resolved by 6 votes to approve the Account for year ending 31st March 2016 and the Chair & Responsible Finance Officer signed the declaration.

1594/16 To appoint Parish Council Representatives

Cllr Fish was happy to continue as the Parish Council's Representative on the Village Hall Committee; this was resolved by the Council.

The Health & Safety Representative to be deferred to the next meeting.

1595/16 To discuss roles and responsibilities

The Chair deferred this item to the next meeting when more Councillors are present to spread the roles and responsibilities for the on-going projects.

1596/16 To review Financial Risk Assessment

The Clerk read through the Financial Risk Assessment which was accepted and resolved by 6 votes.

1597/16 To review Parish Council Fees, Policies and Procedures for 2016/17

It was resolved by 6 votes to keep the cemetery fees at the current rate.

The Clerk went through the policies and no amendments were made. The Clerk is undertaking a Data Protection course the following week and will recommend any updates if required.

The Clerk circulated copies of the Standing Orders and Financial Regulations for the Councillors to review; no amendments suggested from the Council. The Clerk advised that both documents require updating to take into account the impact of the Public contracts Regulations 2015 which has come into force. The Clerk gave a brief overview of what this involves and explained that she is waiting for the N.A.L.C Legal team to publish the legal wording to put into the documents; once this is received then the updated versions can be issued.

1598/16 Planning – To consider any planning applications, note any correspondence and decision notices

To consider response on the appeal for planning application at The Gables, Jockey Lane, Elkesley

It was resolved by 6 votes to consider the draft response by Cllr O'Brien and if no amendments required then the Clerk will forward to the Planning Inspector for consideration.

To consider response to the amendments made to application 16/00286/FUL The Bungalow, Brough Lane

It was resolved by 6 votes to reiterate the original objections and include additional comments.

1599/16 Finance– To approve payments and receive financial update

The Clerk circulated copies of the April finances and bank statements for the councillors to view. It was resolved by 6 votes to approve the following payments:

- 1) Street Cleaner – petrol and petrol can for lawnmower £55.55 (1637)
- 2) Came & Co Insurance £1116.04 (1638)
- 3) Street Cleaner May wages £248.00 (1639)
- 4) Clerk's April wage, expenses & HMRC £259.94 (1640)
- 5) A Storr – Internal Audit £70.00 (1641)
- 6) Elkesley Memorial Hall – room hire & Post Office contribution £61.50 (1642)

1600/16 To receive village reports**Sports field and play equipment inspection**

Current work pending ;

- Contractor is finishing the work to the play area gates and will be surface dressing the BMX track.
- Waiting for cost to repair the youth shelter

Highways and service faults

Cllr Fish reported that the tree roots are coming up through the new tarmac next to the entrance to the farm; also the pavement is uneven. Cllr Fish and Cllr Stronach to have a look.

Cemetery

Cllr Stronach requested that the availability of cremation plots are mentioned in the Idle Times.

Approval of additional memorial inscription for plot no. 44 (new)

The Council resolved by 6 votes to approve the additional memorial inscription for plot no.44 (new)

Defibrillator inspection report

Cllr McCaffrey was not present to give a report; the Chair passed on the following information:

- The weekly inspections have all been carried out with no issues raised
- Face masks for the CPR training are being sourced
- Further details to follow for the cost of a defibrillator pack on offer

1601/16 To discuss dog fouling in the village

Dog fouling and litter in the village was discussed.

Cllr Hirst to contact the Street Cleaner regarding the bin which has been tipped up.

District Cllr Dukes reported on the current rural campaign on litter and mentioned that the District Council has some mobile CCTV units available for use in catching fly tipping

1602/16 To receive items of information for future agenda items

The Chair confirmed that the tribunal appeal for the Robin Hood pub is taking place on the 1st June 2016 in Lincoln.

1603/16 Time and date of the next Parish Council meeting

The next Parish Council meeting will take place on 21st June 2016 at 7pm in the Elkesley Memorial Hall, High Street, Elkesley.

The Chair closed the meeting at 9.05pm.