

Notes from the meeting of Thursday 15th November 2018
Held at the Meeting Room, Bardney Fire Station, Alma Martin Way,
Bardney, Lincoln LN3 5UA

Councillors Present:

Cllr R Webb – Chair
Cllr Darby
Cllr Luke Cluett
Cllr B Newlove
Cllr M Speed
Cllr C Shaw
Cllr J Zubic
Cllr S Zubic

In Attendance:

Anna Lawson as Clerk and RFO
Pauline Fry Administrative Assistant
DC & CC Cllr I Fleetwood



No report had been received from PCSO Parker.

No Parishioners attended meeting.

Cllr Webb reiterated that members of the public and councillors are invited to speak at the discretion of the Chairman. If invited to speak they are allowed to speak for a maximum of 3 minutes.

The meeting commenced at 7.06pm

1-15/11/2018 Apologies for absence. To receive apologies for absence.

Cllr M Corbould

2-15/11/2018 County & District Councillor Fleetwood - A copy of Cllr Fleetwood's November 2018 brief had been circulated earlier

Cllr Darby asked Councillor Fleetwood which committees and sub committees he served on.

Cllr Fleetwood reported that he served on Planning Committee of which he was Chairman and the Definitive Rights of Way Committee. He informed the meeting that information regarding the committees he served on were publicly available.

3-15/11/2018 Chairman's Report. To receive a report from the Chairman of the Council.

Cllr Webb thanked everyone for all the work which had taken place on the lead up to Remembrance Sunday. Special thanks were given to John Major for making the area around the Memorial look presentable.

4-15/11/2018 To receive declarations of interest (2011 Localism Act) on Agenda items.

None received

5-15/11/2018 To receive dispensation requests on Agenda items and to decide whether to grant same.

None required

6-15/11/2018 To approve as a true record the notes of the parish council meeting held 15th November 2018.

A typing adjustment was made to the previous minutes. The Committee **RESOLVED** to accept the notes as a true record (**PROPOSED** Cllr Speed, **SECONDED** Cllr Newlove, carried unanimously)

7-15/11/2018 To receive update on actions raised at the 18th October meeting and consider a report from the Clerk to the Council.

Update on ongoing matters.

Complaints & Compliments:

Clerks report

- Letter of complaint has gone in to the Local Govt Ombudsman regarding WLDC Planning Dept. Normally take individual complaints, but are considering our case. Complaint was based around Lea Grove but also included Ryvita, Home from Home and British Sugar.
- Visiting WLDC HQ to see planning documents for Land off Lea Grove - found all documents bar 6 had been shredded, site visit incomplete due to lack of access and different density of housing in application.
- Meeting with Mark Gatenby, Regional Head of Streetworks LCC
- Raised complaint with Head of Risk Management LCC Highways regarding response to planning applications. It appears that they too shred documents relating to ongoing planning applications.
- Remembrance days - thank you to all involved.
- Residents complaining that no bonfire displays in our area
- Have received CIL payment from WLDC for the single Chestnut Homes property.
- Clerk starting CILCA qualification. Lots of work involved and can provide the council with GPC (Greater Power of Competency).
- Planning application on Abbey Rd, development has blocked public footpath and created new road access. LCC IPRow and WLDC Enforcement have been made aware.
- Still trying to arrange meeting with Trevor Hinds - daily phone call to speak to him, never returned.
- Need to use the phrase Parish Office, to differentiate between Fire Station. Lets people know that they can visit.

8-15/11/2018 Financial matters.

- i. **RESOLVED** by unanimous vote to approve the following bank reconciliation. (**PROPOSED** Cllr Speed, **SECONDED** Cllr J Zubic)

Bardney Group Parish Council

Bank Reconciliation for October 2018 as at 31.10.18

Balance as at 01.09.18 **£91,325.27**

Income

Handyman	18.00
Cemetery	479.00
Allotment	37.50
Petty Cash	130.00
Community Infra Levy	374.06

Total income **£1038.56**

Expenditure

Admin	982.85
Handyman	51.60
Grasscutting	2076.40
Allotments	66.00
Village	235.52
Salaries	6138.83

Total expenditure **£9551.20**

Balance as at 30.09.18 **£82812.63**

Less cheques

- ii. **To ratify payments of accounts/salaries/BACS payments and ratification of payments already made.**
RESOLVED by unanimous vote to ratify the following payments. (**PROPOSED** Cllr S Zubic, **SECONDED** Cllr Speed).

<u>Payment Ratification November 2018</u>				value	VAT	ExVAT	% of budget*
B/P	Wages and NI	Oct	Salaries	32072.56	0.00	2072.56	
Total Office/Salaries							62% of budget
PO2040 9	LCC	Rent 1/7	Admin	437	0.00	437.00	
PO2040 8	LCC	Rent 1/4	Admin	437	0.00	437.00	
PO2041 0	LCC	Rent 1/10	Admin	600.00	0.00	600.00	
PO2041 1	LCC	service charge	Admin	390.00	0.00	390.00	
PO2041 3	LCC	LALC AGM	Admin	20.00	0.00	20.00	
PO2041 8	Bray Design	Logo	Admin	60.00	10.00	50.00	
TBA	Viking	Stationary	Admin	6.94	1.16	1.16	
TBA	Viking	Stationary	Admin	110.54	14.26	1.16	
Total Admin				2061.48			44% of budget
	Fuel card	Fuel	Handyman	11.60	1.93	9.67	Direct debit*
TBA	Hirebase	Pressure washer	Handyman	48.00	8.00	40.00	
PO2040 1	Charles Hill	Lawnmower repairs	Handyman	27.00	6.13	20.87	
TBA	E-Quip	Raised beds	Handyman	27.96	4.66	23.30	
Total Handyman				114.56			44% of budget
TBA	Tudor Grounds	Grasscutting	Grasscutting	2076.40	346.70	1729.70	
Total Grasscutting				2076.40			84% of budget

PO203404	Wave	Water rates	Cemetery	17.52	0.00	17.52
Total Cemetery				17.52		73% of budget
PO2041			S137			
8	RBL	Poppy Appeal	Grant	88.00	0.00	88.00
			S137			
TBA	RBL	Poppy Appeal	Grant	30.00	0.00	30.00
Total S137 Grant				118.00		39% of budget

* bill queried as 10 pounds higher than stated on receipt

iii) Draft Precept for submission

Provisional Precept figures

Please note WLDC will not provide figures for Band D until mid December, however they require provisional Precept figures this month. Band D may vary greatly this year as more properties should be added to the figures due to development over 3 years ago.

This year's expenditure

Bank account as at 01/04/2018 124,070.78 Bank account as at 31/10/2018 82,812.63 Therefore spent to date (7 months) 41,258.15 Equates to monthly average **5,894**

Therefore predict end of year carry over 52,812.63

Budget 18/19 budget 80,300 Current forecast spend 71,258

Budget requests; Training 0.5K Highways/Speed 5K

Using last year's budget figures plus budget request Therefore predicted 19/20 budget 85,800

Precept calculations NB Required ring fenced operating costs 18,000 (3 months operating costs at 6k per month)

18/19 Precept 51,686 Proposed 5% increase* 54,461.40 Carryover from 18/19 51,812.63

Potential funds for 19/20 107,274.03 (Minus) proposed budget 85,800 Remaining funds 22,274.03 (Minus) Operating costs 18,000 Contingency** 4,274.02

** Must allow for a)2019 election WLDC predicted cost 3K, b) BGPC normally hold 20k contingency c) minimal carry over for 20/21

Resolved to agree a 5% increase on provisional Precept figures. (**Proposed** by Cllr Webb, **Seconded** by Cllr Darby, carried unanimously).

9-15/11/2018

Planning matters. To note any approved applications received and consider any planning applications. 138523 – Planning application for a single storey side extension.

It was decided that in future a response would be given to West Lindsey District Council on all planning applications.

10-15/11/2018 To move to change of use of allotment land.

Cllr Webb would like the council to look at the process involved in changing the use of land at the allotments. Clerk to look into this.

The council are to consider installing water and electricity to the allotments. Clerk to obtain quotes.

The council **RESOLVED** to begin the process of changing the use of land at the allotments and to obtain quotes to install water and electricity. (**PROPOSED** Cllr Darby, **SECONDED** Cllr J Zubic, carried unanimously).

11-15/11/2018 Death of significant figure head policy.

Policy circulated beforehand. Cllr Darby questioned whether putting this policy into practise would cause any expenditure to the Parish Council, this was discussed and the only expenditure would be the purchase of flags. Clerk to look into the cost of purchasing the flags. The council unanimously **RESOLVED** to adopt the policy, **PROPOSED** by Cllr Newlove, **SECONDED** by Cllr Shaw.

12- 15/11/2018 LTN General Powers of Local Government – Not permissible to fund Church Property

Discussion held regarding the grants given to the church for the upkeep of religious properties. Council informed that the Parish Council should not be funding repairs to the fabric of buildings, grants for the maintenance of the clock would still go ahead. Perimeters fencing was still the responsibility of the Council. There were still some anomalies, when these were clarified this information would be shared with the church authorities.

13-15/11/2018 Formal adoption of new logo

RESOLVED unanimously to adopt new logo (**PROPOSED** Cllr Webb, **SECONDED** Cllr J Zubic)

to resolve to go into closed session in accordance with public Bodies (Admissions to Meetings) Act 1960 to discuss the following matters;

i) Rogers Shield

The council unanimously **RESOLVED** to move to closed session (**PROPOSED** Cllr Webb, **SECONDED** Cllr Newlove).

To confirm the date of the next parish council meeting.

- Next meeting date confirmed as Thursday 17th January 2019