

NORTH KELSEY PARISH COUNCIL

c/o 21 Wood Farm Close, Nettleton, Lincolnshire, LN7 6AS

Telephone: 01472 851879

Email: clerk.northkelseyparish@gmail.com

Draft Minutes of the Parish Council Meeting held in the Village Hall on Tuesday 22nd June 2021 at 6.30pm

Present : Cllr M Williams, D Hunt, D Weir, H Burrows. Cllr. Peter Morris WLDC. In attendance: J Clerk (Clerk) 2 members of the public

A public forum was available to take questions, which was not required.

The Chairman offered Cllr. Morris (WLDC) the opportunity to update the meeting.

Cllr Morris briefly touched on Neighbourhood Plans. Funding opportunities that may arise for the Jubilee celebrations in 2022, with a 4 day bank holiday expected, which he invited the Parish Council to think about organising an event for. Cllr. Morris reminded the council that the Councillors Initiative Fund is also available.

21/423 To receive apologies and reasons for absence – non rec'd.

21/424 To receive declarations of interest under the Localism Act 2011 – being any pecuniary or non-pecuniary interest in agenda items not previously recorded on Members' Register of Interests. Cllr D Weir –Planning application 142672

21/425 To approve draft minutes of the Meetings

- **Dated 11th May 2021.** Resolved to approve as a true record. Proposed Cllr D. Hunt (Vice Chair). Seconded Cllr H Burrows. All in favour. Resolved to approve as a true record.
- **Dated 15th May 2021.** Resolved to approve as a true record. Proposed Cllr D. Hunt (Vice Chair). Seconded Cllr M. Williams (Chairman). All in favour. Resolved to approve as a true record.
- **Dated 22nd May 2021.** Resolved to approve as a true record. Proposed Cllr D. Hunt (Vice Chair). Seconded Cllr M. Williams (Chairman). All in favour. Resolved to approve as a true record

21/425 Chair & Councillors Report

The Chairman opened the meeting, thanking all for attending, in this new governing year. She also thanked the temporary clerk for her help in the interim period, until a new clerk is recruited.

All other items are covered on the agenda.

21/426 Clerk's report

The clerk reported that all financials had been updated, including ledger, vat return, AGAR.

The clerk reported that advertisements for councillor vacancies had been displayed, along with clerk recruitment paperwork.

Risk assessments require updating, along with Burial records.

Redirection of banking statements, and online banking are yet to be resolved.

21/427 To receive update from Community Engagement working party

The ongoing COVID restrictions continue to dampen the choice of entertainment on offer for this planned event. Therefore, with much regret it, was proposed to postpone the event until such a time that the restrictions would be relaxed enough to enable some normality. Additionally it was proposed that an open coffee morning would be arranged for the autumn. Proposed Cllr. D. Hunt (VC), seconded Cllr. D. Weir. Resolved.

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21/428 To receive applications for Councillor Vacancies.

One application had been received. Following discussions, it was proposed to accept the candidate and offer the position. Proposed Cllr. D. Hunt (VC), Seconded Cllr. Williams (C) . Resolved.

21/429 To receive an update in relation to:

- **Cemetery**

The clerk reported that a recent application for memorial had been overcharged, which required a refund. Additionally, an application for a memorial had been received in January 2021, which has yet to be authorised. After discussions and after consideration it was authorised.

Cllr Hunt, (VC) reported that the painting of the chapel doors was now completed, with prices now sought to repair the interior plasterwork. The clerk was tasked to advertise the requirements, in order to invite quotations.

Cllr Hunt, (VC) reported that residents had expressed concern regarding grave adornments being displaced by visitors, which have been spotted in the cemetery causing a nuisance.

Additionally, Cllr Hunt (VC) reported that the well required maintenance, with some form of barrier to be erected, due to a potential trip hazard. The clerk was tasked to advertise the requirements, in order to invite quotations.

The clerk reported that ongoing maintenance of further masonry work within the cemetery was currently halted, whilst waiting for further information.

The clerk reported that the cemetery fees would need to be reviewed at the next meeting, along with updated contact details, which would include an emergency contact number, to enable residents to report any problems.

- **Village Grounds Maintenance**

Cllr Hunt, (VC) reported that woodwork for one seat had been refurbished, but was still waiting for the metalwork to be welded. She reported that it was an ideal time of year to remove the timbers from the other seat, for refurbishment, which the councillors agreed with. The relevant sundries would require purchasing in order for this to be completed, and enquiries regarding the free repair to metal work would be progressed. Proposed Cllr. Williams (C) , Seconded Cllr. Burrows. Resolved.

- **Playing field / Wildlife Area**

Cllr. Weir, Cllr. Hunt (VC) & the clerk inspected the area, which identified the following maintenance.

Weeding in Play Area.

Bark requires redistributing and topping up.

Field Fencing requires repair or replacement.

Fence around play area requires repair.

Gate at play area requires new latch.

Wildlife area – overgrown with nettles – advised to be left until autumn.

Following discussion, it was proposed to: obtain quotations for all repair work, find previous bark supplier for topping up, procure a new latch for the gate. Proposed Cllr Williams (C) , seconded Cllr. Burrows. Resolved.

Additional discussions regarding seating for the outside of the play area took place, and it was proposed that a new seat, made from recycled material be purchased. Proposed Cllr Williams (C) , seconded Cllr. Burrows. Resolved.

The clerk reported that the risk assessment would require updating and additional signage would be required for COVID information and contact information, with the yearly inspection to be booked.

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21/429/ continued.

Cllr. Weir proposed that the wildlife area be put to better use, to encourage more wildlife. After discussions it was proposed that Cllr. Weir contact the school, in relation to a small competition to encourage the pupils to design the area. The clerk is to provide details for this. Proposed Cllr. Weir, Seconded Cllr. Burrows.

Cllr. Burrows discussed the play area, and its expansion in order to make additional provision for the older children in the village. Funding streams and play area advice to be explored and reported back to the next meeting.

21/430 Financial Matters

The clerk & RFO reported that Income of £616.94 were received since the last meeting, with expenditure for this period of £2285.29. Resolved to approve payments. Proposed Cllr H Burrows. Seconded Cllr D. Weir. Resolved.

The clerk executed the Annual Governance Statement, which was agreed and signed. The clerk presented the Accounting Statement, which was agreed and signed. The clerk would submit both with a statement of variance. Additionally, the Chair made enquiries regarding the Trust Annual Return, which has yet to be completed.

All banking correspondence is to be redirected, with new online banking passwords and login yet to be received. Cllr. Williams (C) will follow this up.

The clerk had made enquiries with NS & I, and reported on a new type of online account, with details to be provided at the next meeting.

21/431 Planning applications and decisions received

143083 – no comments received in relation to this application.

142929 & 142532 – permission granted.

21/432 Correspondence

All electronic mail circulated, along with a letter from LIVES.

21/433 To move into closed sessions to discuss staffing matters.

A replacement clerk is to be recruited, closing date 27th July 2021.

Date and Time of next meeting

3rd August 7pm
Village Hall North Kelsey

Meeting closed 8.40pm.