

North Kelsey Parish Council

Minutes of the Ordinary Parish Council Meeting held on Tuesday 9 July 2024

Present: Cllr D Waite (Chairman) Cllr S March (Vice Chair) Cllr P. Bryan, Cllr M. Williams, Cllr J Cundill, Cllr J Slater, and Cllr R Hunt

In attendance: Cllr. Peter Morris (WLDC)

Members of public present: 0

Parish Clerk – Mandy Coote

Note: All documents referenced in the Minutes will be made available on the Council's website.

Minute Number	Item
42/2425	Welcome from Chair and Public Questions Welcome given no members of public present
43/2425	Apologies Apologies for absence received from Cllr J Waite and Cllr T Smith (LCC & WLDC)
44/2425	Declarations of interest None
45/2425	Minutes of the Ordinary Meeting held on Tuesday 11th June 2024 Proposed:- Cllr.P.Bryan Seconded:- Cllr.D.Waite Abstained:- Cllrs J.Waite & Cllr.S.March did not attend meeting RESOLVED: That the minutes of the meeting be accepted as a true and proper record.
46/2425	Police & Crime update Police report for area NC09 received and circulated. Some information does not appear on the data, Cllr S March has forwarded questions to the Police Engagement session Tuesday 16 th July for clarification
47/2425	District and County Council reports Cllr P Morris:- WLDC General Election:- Edward Julian Egerton Leigh, Conservative Party re-elected. Defibrillator:- The solar defib has now been sited on fencing at Trackside Guns and Archery Cllr T Smith:- LCC & WLDC, Apologies given
48/2425	Chairman's Update The village green noticeboard is now in place The water butts are in place at the cemetery
49/2425	Parish Councillor updates Playing field bin over flowing, additional black bin bag has been placed next to it. Glass under seat needs removing. Playing field swings still not to be used, new signage and chaining to be in place. Painting of play equipment, possibility of Community action group project. Weeds in woodland area needs strimming down, spraying not suitable due to rain. A scheme of works for the fencing and gate repairs required to enable quotes to be obtained.
50/2425	Clerks Report Received
51/2425	Parish Matters Speed Camera: Additional speed camera, previously a MOP has expressed a wish to donate funds to the council who would use this for an additional camera. Recreation Ground/Play Area: Perimeter Fence Repairs Regular Inspections: Regular inspections should be carried out on Street Furniture, Play Equipment (suggest attend Play Equipment Course LALC), agreed to discuss further and set up a monitoring checklist Disabled Access: Access cannot be gained to the recreation ground/play area by mobility scooters Proposed:- Cllr.D.Waite Seconded:- Cllr.S.March All in Favour RESOLVED: Radar padlock and keys to be purchased and fitted

	<p>North Kelsey Moor: siting of noticeboard and bench, still awaiting confirmation</p> <p>Defibrillator:- The solar defib has now been sited on fencing at Trackside Guns and Archery</p> <p>Notice Board:- One of the new notice boards has been sited on the village green, North Kelsey Moor still ongoing.</p> <p>West Street:- Jetting hasn't worked, bottom of Hall Lane flooding too</p> <p>Village Green:- A pole near the pump has been chopped off and removed</p> <p>North Kelsey Moor: Bench Siting ongoing, an assessment by highways to check suitability and grant permission</p> <p>Riparian Ditches: Awaiting on investigation with LCC, still ongoing</p>																																																												
52/2425	<p>Finances and Budget</p> <p>Proposed:- Cllr.P.Bryan Seconded:- Cllr.D.Waite. Cllr M Williams abstained from voting on approved payments</p> <p>RESOLVED:</p> <p>to approve the following payments and monitoring reports be received.</p> <table border="1"> <thead> <tr> <th>Invoice Date</th> <th>Supplier/Payee</th> <th>Details</th> <th>Cost £</th> <th>VAT £</th> <th>Total Payment £</th> </tr> </thead> <tbody> <tr> <td>30/06/24</td> <td>JM Coote Clerk</td> <td>Salary June 24</td> <td>394.21</td> <td></td> <td>394.21</td> </tr> <tr> <td>30/06/24</td> <td>HMRC</td> <td>PAYE June 24</td> <td>98.40</td> <td></td> <td>98.40</td> </tr> <tr> <td>30/06/24</td> <td>JM Coote</td> <td>Disbursements/Expenses June 24</td> <td>32.80</td> <td></td> <td>32.80</td> </tr> <tr> <td>30/06/24</td> <td>Mary Williams</td> <td>Grass Cutting Invoice 24/017</td> <td>900.00</td> <td>180.00</td> <td>1080.00</td> </tr> <tr> <td>10/06/24</td> <td>WLDC</td> <td>Defibrillator Butchers Arms</td> <td>88.33</td> <td>17.67</td> <td>106.00</td> </tr> <tr> <td>10/06/24</td> <td>WLDC</td> <td>Defibrillator Primary School</td> <td>88.33</td> <td>17.67</td> <td>106.00</td> </tr> <tr> <td>18/06/24</td> <td>LALC</td> <td>Annual Adult Fee</td> <td>220.00</td> <td>44.00</td> <td>264.00</td> </tr> <tr> <td>30/06/24</td> <td>SR Thompson</td> <td>Mole Man</td> <td>180.00</td> <td></td> <td>180.00</td> </tr> <tr> <td>Totals</td> <td></td> <td></td> <td>2002.07</td> <td>259.34</td> <td>2261.41</td> </tr> </tbody> </table> <p>Bank Balances:- Current £61,260.16 @ 30/06/2024 (£2,261.41 committed as above = £58,998.75) NS&I £5,963.73</p> <p>Budget Monitoring Report:- produced and approved</p>	Invoice Date	Supplier/Payee	Details	Cost £	VAT £	Total Payment £	30/06/24	JM Coote Clerk	Salary June 24	394.21		394.21	30/06/24	HMRC	PAYE June 24	98.40		98.40	30/06/24	JM Coote	Disbursements/Expenses June 24	32.80		32.80	30/06/24	Mary Williams	Grass Cutting Invoice 24/017	900.00	180.00	1080.00	10/06/24	WLDC	Defibrillator Butchers Arms	88.33	17.67	106.00	10/06/24	WLDC	Defibrillator Primary School	88.33	17.67	106.00	18/06/24	LALC	Annual Adult Fee	220.00	44.00	264.00	30/06/24	SR Thompson	Mole Man	180.00		180.00	Totals			2002.07	259.34	2261.41
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53/2425	<p>Unity Bank</p> <p>Discussion regarding change of bank account, Unity offer dual/triple authorisation of payments, they offer a free transfer service, the monthly fee £6 will be offset against the cost of postage and interest from a reserve account.</p> <p>Proposed:- Cllr.D.Waite Seconded:- Cllr.S.March</p> <p>RESOLVED:</p> <p>To change to Unity Bank</p>																																																												
54/2425	<p>Planning Applications</p> <p>No current planning applications to consider.</p>																																																												
55/2425	<p>The Council to review and agree the following policies and procedures:</p> <p>Financial Regulations, Postponed due to the new model financial regulations template to be corrected</p>																																																												
56/2425	<p>Fireproof/Waterproof Storage</p> <p>Proposed:- Cllr.J.Slater Seconded:- Cllr.S.March</p> <p>RESOLVED:</p> <p>Agreed purchase of fireproof/waterproof storage for security of files and electronic records.</p>																																																												
57/2425	<p>Training Record</p> <p>Records to be kept of Councillor and Clerk/RFO training</p> <p>Proposed:- Cllr.J.Slater Seconded:- Cllr.D.Waite</p> <p>RESOLVED:</p> <p>Record to be introduced, Councillors to advise Clerk of previous training completed for record</p>																																																												
58/2425	<p>Passwords in case of Emergency</p> <p>Proposed:- Cllr.J.Slater Seconded:- Cllr.M.Williams</p> <p>RESOLVED:</p> <p>Agreed a sealed envelope with passwords to be kept securely by a councillor. Cllr.M.Williams to be the caretaker</p>																																																												

59/2425	<p>Website Management Proposed:- Cllr.D.Waite Seconded:- Cllr.S.March RESOLVED: Agreed to accept the internal auditor recommendation to engage LALC webmaster to review and manage the website either permanently or until the clerk/rfo is trained and confident.</p>
Next Ordinary Meeting	
60/2425	<p>Actions to be undertaken before the Next Ordinary meeting MC: Report bin and litter to WLDC MC: Purchase waterproof/fireproof box MC: Chain swings and new signage MC: Purchase radar padlock and keys MC: Street Furniture, Play Equipment set up a monitoring checklist MC: Follow up overhanging trees complaint and obtain quotes MC: Submit Unity Bank application SM: Forward Community action group details to MC MC: to submit request MW: Weed control works DW: to inspect playing field and list works required MC: to obtain quotes for works PB: to forward details of MOP re donation to MC MC: email Cllr T Smith regarding works and outstanding West Street:- Jetting hasn't worked, bottom of Hall Lane flooding too Village Green:- A pole near the pump has been chopped off and removed Additional Outstanding items to be undertaken Cllr T Smith: Look into Grange Lane 30mph speed limit Cllr T Smith: to arrange Highways site visit regarding drainage, signs and road markings Cllr T Smith: Riparian Ditches, awaiting confirmation of action on investigation with LCC</p>
61/2425	<p>Items for inclusion on the Next Ordinary Meeting Agenda Clerk overtime/additional hours Playing Field Fencing Trees Cemetery/Village Green Planter Plaques</p>
62/2425	<p>Dates and time of the Next Ordinary Meeting Next meeting will be Tuesday 13th August 2024 7.15pm</p>

The Meeting started at 7.15pm and closed at 9.30pm

Signed:

Print Name:

Date: