

Minutes of the Parish Council meeting held on 24th May 2016 at Sutton St Edmund Village hall commencing at 7pm.

Cllr M Coleman in the Chair.

In Attendance, Cllr M Morris, Cllr C Winch, Cllr C Hunns, Cllr T Morris, Cllr J Jarrett, District Cllr M Seymour and Mrs J Ripley, Parish Clerk.

In the absence of Cllr S Morris (Chairman) Cllr Coleman took the Chair

1. **15.16 To Elect a Chairman**

Cllr S Morris was proposed as Chairman, this was seconded with all in favour.

2. **16.16 Chairman's declaration of acceptance**

Cllr S Morris will sign his declaration and return it to the Clerk as soon as possible.

3. **17.16 To Elect Vice Chairman**

Cllr Coleman was proposed, seconded and elected

4. **18.16 Apologies for absence and reasons given**

Cllr S Morris sent his apologies and Council RESOLVED to accept his reasons.

5. **19.16 To receive declarations of interest in accordance with the Localism Act 2011 and to consider any applications for dispensation**

Cllr Winch declared an interest in item 18. H019-0402-16 he owns property. *The clerk advised that he leave the meeting when this item is discussed.*

Cllr T Morris declared an interest in item 18. H06-0396-16 as this property is next door to a property that she owns. *The clerk advised that she take no part in the discussion on this item.*

6. **20.16 Notes of last meeting held on 22/3/16 to be approved as minutes**

The Notes were taken as read, approved and signed by the Chairman.

7. **21.16 Police matters**

None

8. **22.16 To discuss problem with Verge outside number 6 Cross Road**

Due to vehicles being parked on the opposite side of the road to the property, wide farm machinery has been driving over the verge causing deep ruts. Following a discussion it was proposed for the Clerk to write to the owner of No 6 Cross road giving the Parish Councils position on this and enclosing a copy of County Cllr Webb's reply to the Clerks request for assistance in this matter, this was seconded and RESOLVED. Cllr Coleman offered to call and see the property owner, this was agreed.

9. **23.16 To Adopt new Standing Orders**

Council RESOLVED to adopt the Standing Orders as put before them.

10. **24.16 Review the following:**

a. Delegated powers to the Clerk:

To remain as they are now

b. Council representation on external bodies & reporting to Council

i) Elect a council representative Wryde Croft Wind Farm; Cllr Hunns was proposed with Cllr Winch standing in when needed, this was seconded and RESOLVED.

SSE Poors Land Charity: Cllrs Hunns, Coleman & Winch

SSE Education Charity: Cllr Coleman & Hunns

The possibility of a Parish Council representative on the Village Hall committee was discussed. It was proposed for Cllr Winch to contact the committee to see if a vacancy exists, this was seconded and RESOLVED.

- c. Inventory of Council land and assets
The Clerk handed out an updated Asset register.
- d. Insurance cover
The Council discussed Insurance cover of their assets. It was proposed that the Clerk contact Came & co to get a quotation on increasing the cover of the play equipment, the teenage shelter and the Bus shelter. Clerk to be given power to pay increase up to £100.00. Council RESOLVED on this item.
- e. Councils and employees membership of other bodies
The Council is a member of LALC
The Clerk is a member of SLCC
- f. Council complaint procedure
As per Councils policy (2015)
- g. Handling of requests made under Freedom of information Act 2000
As per Councils policy (2015)
- h. Council procedure for dealing with press/media
As per Council Standing Orders (2016)
- i. Councils Risk Assessment Policies
To be updated by the Clerk in June.
- j. Anti-Virus Software renewal
Will be renewed on 26/5/16
- k. Standing Orders and Financial regulations
Updated in 2016 and 2015
- l. Determining the time and place of ordinary meetings of the full council up to and including the next annual meeting of full council.
As per list handed out by the Clerk.

11. 25.16 Clerks report on outstanding matters

All requested correspondence from the March meeting has been dealt with.
2016/17 precept has been received from SHDC.
The VAT refund has been submitted and received.
All allotment rents have been paid.
The Clerk asked Councillors for any training dates they wish her to book.

12. 26.16 Finance:

Payments for approval

- a. Payments under section 137- None

Date	Payee	Ref	Item	Chq No	Net	VAT	Gross
7/4/16	HM Rev & Cust	T1	PAYE		£160.20		£160.20
7/4/16	Spalding Rect Feoffees	T2	Allotment rent		£400.00		£400.00
28/4/16	Mrs J Ripley	T4	Wages April		£213.66		£213.66
28/4/16	Play Maintain	T5	Repair to basketball court		£123.00	£24.60	£147.60
24/5/16	Mrs M Potter	T6	Internal Audit 2015/16		£45.00		£45.00
24/5/16	Mrs K McKinnon		Litter collection	100807	£72.00		£72.00
24/5/16	Mrs J Ripley	T7	Expenses		£83.60		£83.60

Money In

SHDC: £5750.00 Precept. H M Revenue & Customs £154.20 VAT refund

Allotment Rent for ½ year to 5th April: £819.00

b. End of year reconciliation: Clerk handed out and Cllr T Morris checked this against the bank statements.

c. End year spend against Budget: Clerk handed out a copy to all Council. Council remained within budget.

d. To sign off End of Year Accounts

It was proposed, seconded and RESOLVED for the Chairman to sign off the end of year accounts.

13. 27.16 To discuss Parish Notice boards

Following a discussion it was proposed to continue using the notice boards until such time as the new owners of the properties contact the Council.. This was seconded and RESOLVED.

14. 28.16 To Review findings and effectiveness of Internal Audit

Council reviewed their internal audit procedure and found it to be very effective.

It was proposed Council accept the findings of the internal audit, this was seconded and item RESOLVED

15. 29.16 To Resolve on arrangements for Youth play day

This item was discussed at the March Parish meeting:

Following an open discussion it was proposed to hold a day's activities during the summer school holidays at the Millennium playing field (village hall if inclement weather) this would be open to children from surrounding villages in the age group of 8-18 years of age. District Cllr Seymour kindly offered the £300 part donation for the use of a climbing wall, from his budget. Clerk to liaise with Mr Stephens and Council to put on May agenda. The Clerk has tried to contact the Youth Officer twice; finally an email was received yesterday offering an afternoon session on 16th July with no mention of neighbouring villages.

Following a discussion it was proposed for the Clerk to contact Children's Services and decline the offer as the children are still at school on this date, this was seconded and RESOLVED.

16. 30.16 Correspondence

- a. H M Revenue & Customs – End year PAYE information
- b. Barclays – Bank Statements
- c. SHDC – Electoral register update
- d. Came & Co – Newsletter (circulated)
- e. Greenbarnes Ltd – Quotation for noticeboard (item -13)
- f. LCC Highways – Highway maintenance schemes 2016/17 (item -20)
- g. Barclays –Bank Statement
- h. H M Revenue & Customs - Budget information
- i. SHDC – Precept payment
- j. The Pension Regulator – Updated information
- k. LALC - Training day (circulated)
- l. Barclays – Bank Statements
- m. County Cllr Webb – Reply to Clerks enquiries (item -8)
- n. SHDC – Appeal Informal hearing date notification (item-18)
- o. Local Government Boundary Commission -Electoral Review Lincolnshire
- p. Came & Co – Insurance renewal
- q. SHDC – Local Plan drop in sessions
- r. Centenary Fields
- s. NALC- 2016-2018 National Salary Awards
- t. E Mail - Youth Services – Play day (item -15)

17. 31.16 To discuss Playing Field

The remedial work to the Basketball court has now been completed.

18. 32.16 Planning:

Consultation:

H19-0325-16 Mrs J Harry, Fourwinds, Cross Road
Outline planning for Residential development single plot
Council supported this application

Cllr T Morris did not take part in this item

H19-0396-16 Mrs S Thompson, Redmay Farm, Broadgate
Residential development Bungalow
Council supported this application

Cllr Winch did not take part in this item

H19-0402-16 Mr C Winch, Eye Farm, 168 Broadgate
Proposed replacement dwelling
Council supported this application

H-19- 0492-16 Mr S Coates, The Oaks, 251 Broadgate
Outline planning for Residential development (3 dwellings)

Council discussed this application and the following reply was proposed:

Council have concerns about the trees with preservation orders on them and would not want these to be disturbed.

This was seconded and went to a split vote, the Chairman used his deciding vote and the reply was RESOLVED.

Approval :

H19-0185-16 Mr Eluin, Lutton Gate Farm, Lutton Gate
Two storey extension and alterations

H019-0216-19 Mrs Thompson, Redmay Farm, Broadgate
Residential development, 2 houses with garages

Refusal: None

Enforcement Notices: None

Appeals: None

Cllr Coleman proposed that he speak on the Councils behalf at the Informal Hearing for Little Eau Solar Ltd to confirm the Councils objection to this application, this was seconded and RESOLVED.

19. 33.16 Allotments

None

20. 34.16 Highways:

- a. Update on outstanding matters : None
- b. New matters for report: There are no major works planned within the parish for this financial year.

21. 35.16 To complete Annual Governance Statement

The Clerk then went through the annual governance statement with council who RESOLVED to answer “yes “to each section other than section 9 due to not having any trust funds.. The Chairman signed the statement.

22. 36.16 To complete Annual Return Accounting Statement

The Clerk read out the accounting statement and council RESOLVED to accept this. The Chairman then signed the statement

23. 37.16 Date of next meeting: Tuesday July 26th at Village Hall AT 7PM.

There being no further business the meeting was declared closed at 8.55pm

Signed:

Chairman

Dated

