

MINUTES FROM HUNDLEBY PARISH COUNCIL MEETING HELD ON 4TH JANUARY 2022 AT 7PM IN THE PARISH ROOMS

Present: Cllr D Cartwright (Chair) Cllr Amaral Cllr L Corten-Miller Cllr M Dales
Cllr A Foster

1 Member of the public

Also present: Acting clerk J Slaymaker

1.1/22 The Chair welcomed everyone to the meeting

2.1/22 To consider and approve any apologies of absence

Apologies were received from Cllr Parker and County Councillor Gray. These were accepted.

3.1/22 To declare pecuniary interests for any items on the agenda and to consider requests for dispensations

No pecuniary interests were declared.

4.1/22 Open Forum for public participation

No matters were raised.

5.1/22 To approve the draft notes of meeting held 6th December 2021

It was resolved to accept the notes as a true record of the meeting.

Cllr Dales arrived at this point.

6.1/22 To receive a report from the County Councillor

A report from the County Councillor had been circulated and will be placed on the Council's website. Copies can be requested from the Parish clerk.

7.1/22 To receive a report from the District Councillor

The District Councillor did not attend.

8.1/22 Finance

a. To note financial position

Current account: £5,641.97, Reserves account: £27,743.43

b. To approve any automated, retrospective and future payments to be made

It was resolved to approve the following payments:

Date	Description	Supplier	Total	VAT	Net
08/12/21	Electricity	Eon	50.89	2.42	48.47
04/01/22	Office supplies	Viking	49.88	8.32	41.56

c. To note any income received since the last meeting

Date	Description	Supplier	Total
08/12/2021	Tai Chi hall hire	Tai Chi Classes	70.00
10/12/2021	Book Club hall hire	Book Swap	14.00
14/12/2021	Hall hire	Hop4E Group	20.00
04/01/22	Tai Chi hall hire	Tai Chi Classes	56.00

d. To receive payment and receipt figures for last quarter and balance against budget to date

The figures previously circulated were noted.

9.1/22 Planning

a. To consider any planning applications since the last meeting

There were no recent planning applications to consider.

b. To note any planning decisions and/or appeal notifications since the last meeting

There were no recent decisions to consider.

10.1/22 To discuss village issues

- a. To receive an update concerning the BT telegraph pole outside no. 110, Main Road, Hundleby**
Cllr Foster reported that the pole had been replaced with one of a smaller diameter. Cllr Foster had updated Cllr Gray.
- b. To discuss options for the provision of a speed camera**
It was resolved that Cllr Cartwright arrange a site meeting with Graham Butler from the Road Safety Partnership and that this matter is then progressed by the Highways Committee.
- c. To receive an update concerning the allotments entrance and Christmas tree plantation**
A second quote for a new entrance gate was not available and the matter will be looked at in February. It was resolved that the clerk obtain clarification regarding the felling of the overgrown Christmas tree plantation from one of the contractors for circulation to Members. If the information is satisfactory the Council will proceed with this contractor.
- d. To receive an update regarding the Christmas Tree event**
Cllr Dales reported that there was a good attendance at the event. The Council were thanked for providing the insurance cover.
- e. To agree a date to hold a Parish Meeting to discuss planning an event for the Queen's Jubilee**
It was resolved to hold a Parish Meeting on Saturday 5th February at 10am. The meeting to be advertised widely.

11.1/22 To discuss internal Parish Council issues

- a. To receive an update concerning the Parish Rooms survey and agree the next steps**
It was noted that 340 surveys were distributed and 108 returned. It was resolved to invite two non-Council people onto the Working Party to look at the survey results. Cllr Amaral to investigate how to easily summarise and analyse the results. Cllr Cartwright to also request help with this from YMCA/Community Lincs.
- b. To consider candidates for co-option**
There was one applicant and it was resolved to co-opt Philip Maddison. The Declaration of Acceptance will be signed at the next February meeting.
- c. To receive an update concerning replacement light fittings in the Parish Rooms**
Cllr Corten-Miller had acquired two quotations for the replacement of 8 light fittings. It was resolved to proceed with Simon Sutton and the clerk will make contact.
- d. To receive the draft asset inspection record and determine responsibilities and frequency of inspection**
It was resolved that Cllr Cartwright ask Mick Holmes (contractor) to keep a record of his inspections of the benches and Green and that he report any concerns to the clerk; Stephanie Foster (Cleaning Contractor) to be asked to undertake a monthly compliance check for the Parish Rooms; Cllrs Amaral, Cartwright and the clerk to meet to establish a Compliance Checklist; the allotments to be inspected every 6 months; to obtain an annual building survey.
- e. To review and approve the terms of reference for the Staffing Committee**
It was resolved to approve the terms of reference for the Staffing Committee
- f. To receive the 2021 training record and agree to it being made available on the website**
It was resolved that the training record be placed on the Council's website.
- g. To review, approve and determine review dates for the following policies: Records Retention and Training**
Subject to an amendment concerning a Disposal Register the policies were approved, to be reviewed in 2025.

12.1/22 To receive correspondence and resolve action if required

Letter from LCC concerning consultation for the proposed yellow lines at the Gables junction; resignation letter received from Cllr Wilkinson-White. A request from the Mr & Mrs G Ball Fund to use the Parish Room was agreed.

13.1/22 To note any communications from the Police since last meeting

The January Police Newsletter will be placed on the website and on the noticeboards.

14.1/22 To consider any urgent business

There was no urgent business.

15.1/22 Items for next agenda

Speed camera update; Parish Room user survey update; allotment gateway contractor; discuss future plans for allotment plantation; to appoint Cllr Amaral as Safeguarding Lead.

16.1/22 It was not necessary to exclude the public and press

17.1/22 The date of the next Parish Council meeting: Monday 7th February 2022 at 7pm

The meeting closed at 8.20pm.