

MINUTES OF THE ANNUAL MEETING OF HUNDLEBY PARISH COUNCIL HELD ON THE 3RD MAY AT 7PM IN THE PARISH ROOMS

Present: Cllr D Cartwright (Chair) Cllr Amaral Cllr L Corten-Miller Cllr M Dales Cllr A Foster
Cllr P Maddison Cllr C Parker Cllr N Tilsley Country Cllr W Gray

In attendance: Acting clerk J Slaymaker

1.5/22 Chairman's welcome

The Chair welcomed everyone to the meeting.

2.5/22 To consider and approve any apologies of absence

There were no apologies of absence.

3.5/22 To declare pecuniary interests for any items on the agenda

Cllr Dales declared an interest in item 8 planning application for 158 Main Road.

4.5/22 To appoint Chair

It was resolved to appoint Cllr D Cartwright as Chair.

5.5/22 To appoint a Vice-Chair

It was resolved to appoint A Foster as Vice-Chair.

6.5/22 To witness the signing of the Declarations of Acceptance

The Declarations of Acceptance of Office were signed by the Chair and Vice-Chair.

7.5/22 To review the Committees and approve the appointment of Members to Committees

The following Committees and appointments were approved:

Finance. Chair Cllr Corten-Miller, RFO, Cllrs Foster and Cartwright

Highways. Chair Cllr Dales, Cllrs Amaral and Maddison

Staffing. Chair Cllr Tilsley, Cllrs Corten-Miller and Amaral

Allotments. Chair Cllr Dales, Cllrs Parker and Maddison

Parish Rooms (Working Party). Chair Cllr Cartwright, Cllrs Foster, Amaral and Corten-Miller

Safeguarding Lead: Cllr Amaral

Planning Lead: Cllr Foster

Website: Cllr Foster

8.5/22 To approve the re-adoption of Financial Regulations, Standing Orders and Code of Conduct

It was resolved to re-adopt the Financial Regulations (updated), Standing Orders (updated) and Code of Conduct.

9.5/22 To agree dates for the Parish Council meetings for the next 12 months

It was resolved that the Parish Council meet on the first Monday in the month at 7pm, in the case of a Bank Holiday to meet on the Tuesday and no meetings in August.

10.5/22 Open Forum for public participation

There were no members of the public present.

11.5/22 To approve the draft notes of meeting held 4th April 2022

It was resolved to accept the draft notes from 4th April 2022 as a true record.

12.5/22 To approve the draft notes of the Finance Committee meeting held 25th April 2022

It was resolved to accept the draft notes from 25th April as a true record.

13.5/22 To receive reports from the County Councillor and District Councillor

Cllr Grover (ELDC) was not in attendance. Cllr Gray read his monthly report (available on the website) and updated Members on the position regarding refugees in East Lindsey. He will contact LCC Highways with regard to the Brewery Lane junction and parking concerns. A Cllr queried the Horse signs and this will also be chased. A Cllr queried why the

pavements on Park Avenue had not been resurfaced when the rest of the village had work done, Cllr Gray agreed to query this with LCC Highways.

14.5/22 Finance

a) To note the financial position

It was noted that the current account balance was £5,388.60 and the Reserves balance £27,744.58.

b) To receive the year end statement of accounts

The end of the year accounts were presented.

c) To approve any automated, retrospective and future payments to be made

It was resolved to approve the following payments:

20/4/22	Unipart Rail	Speed reduction unit	£3,009.60 (£2,508.00 ex VAT)
29/4/22	Wave	Water rates DD	£37.50
3/5/22	Zurich	Insurance	£540.23
3/5/22	Cleaning contractor		£67.40
18/5/22	E-on	Electricity	£32.22 (£30.69 ex VAT)

d) To note any income received since the last meeting

The income received was noted:

5/4/22	Tai Chi	Room hire (March)	£70.00
7/4/22	WI	Room hire (quarter)	£47.00
11/4/22	Bank	interest	£0.25
12/4/22	Precept		£4,672.00
22/4/22	Book Swap	Room hire	£16.00
26/4/22	Tai Chi	Room hire (April)	£56.00
26/4/22	HOP4E	Room hire	£20.00

e) To review the hire rates of the Parish Rooms

After some discussion it was decided to look again at the hire rates in July when the electricity contract has been renewed.

f) To review grounds maintenance and cleaning contract rates

It was resolved to increase the hourly rate for the cleaning contractor to £10/hour and £11/hour for the grounds maintenance contractor.

g) To receive an update on the Jubilee working party and approve payment for a banner to advertise the Queen's Jubilee from the Village Events Fund

Cllr Corten-Miller updated Members on the proposals for the Queen's Jubilee. There will be a Historic Hundleby guided walk followed by a Jubilee café on the Friday; the Tennis Club is organising an 'open' afternoon with BBQ and music on the Saturday; the Hundleby Inn is organising a Big Jubilee Picnic on Sunday afternoon and the Church will have a Mouse Hunt taking place over the four days. The WI are decorating the Green and Parish Room windows and there will be bunting throughout the village. People will be encouraged to decorate and display a chair as a 'throne'. Thanks were given to Skegness ice-cream, J & A International, The Elms and Badleys Geoscience. Due to the generosity of J & A International it will not be necessary to purchase a banner however Cllr Corten-Miller said she would approach the Council again if funding was necessary.

h) To discuss future grants/donations to other bodies

It was noted that there was £50 earmarked in the budget for donations and requests for donations from charities would be considered on merit.

15.5/22 Planning

a) To consider any planning applications since the last meeting

Application reference N/137/00066/22. The Nook, Raithby Hill. Section 73 application for removal of condition no 3 (holiday occupancy) and 4 (General Permitted Development) as imposed on planning permission reference no. N/137/00956/17 which was for the 'Change of use, extension and alterations to former Raithby Hill Reservoir to provide a holiday cottage to include alterations to existing vehicular access and construction of a turning area and the erection of a summer house (which are presently on site).

The Council resolved to submit a comment of 'no objection'. The clerk to contact ELDC.

Application reference N/088/00780/22 Oak Tree Cottage, 158 Main Road, Hundleby, planning permission for the extension to existing dwelling to provide additional living accommodation and change of use of land to form an extension to existing domestic curtilage which is an amendment to that previously approved under planning permission ref no. N/088/0717/21. Cllr Dales declared an interest in this item and remained in the room. It was resolved to submit a comment of 'no objection'. The clerk to contact ELDC.

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

There were no planning decisions or appeal notifications to report.

16.5/22 To discuss internal Parish Council issues

a) To discuss and agree forming a Working Party to review the hall hiring conditions and hiring protocol/policy

It was resolved that a Working Party be formed to review the hall hiring conditions and hiring protocol. Cllr Amaral was appointed as Chair with Cllrs Tilsley and Cartwright as members.

b) To receive a report from Parish Rooms refurbishment Working Party

Cllr Cartwright reported on a Working Party meeting held on 21st April with David Stonehouse and Emma Morris also in attendance. Terms of Reference for the Working Party to be circulated to all Members. The next stage is for an Extraordinary Council Meeting to be called on 10th May where Janet Clark from YMCA/Community Lincs will be in attendance and to produce a feasibility study using the results of the survey.

17.5/22 To receive correspondence and resolve action if required

Cllrs discussed an email received concerning an overgrown hedge on the allotments. It was resolved to write to NHS Estates, the owners of the hedge. It was noted that an unauthorised path onto the allotments had been fenced. It was reported that the allotment tenant was unhappy with the location of the wood chippings left from the tree felling and queried responsibility for the plot used to access the plantation. It was agreed that the Allotment committee report back to the June Council meeting.

18.5/22 To note any communications from the Police since last meeting

The monthly Police newsletter is displayed on the noticeboards and on the website.

19.5/22 To consider any urgent business

There was no urgent business to consider.

20.5/22 Items for next agenda

Allotments, Parish Rooms key request for regular hirer.

21.5/22 If required to consider excluding the public and press

It was not necessary to exclude the public.

22.5/22 To note the date of the next Parish Council meeting on Monday 6th June at 7pm.

The meeting was closed at 8.23pm.