



28th August 2024

Dear Councillor

You are hereby summoned to attend a meeting of the Full Council to be held on Monday 2nd September 2024 commencing at 7pm to be held at The Parish Rooms, Main Road, Hundleby.

There will be a public session at the beginning of the meeting. Reports may be heard from Lincolnshire County Councillor and East Lindsey District Councillors and questions from residents. This session will not be minuted.

JOSEPH ROBERTS
Hundleby Parish Clerk.

1. Apologies for Absence

To receive and accept apologies where valid reasons for absence have been given to the Parish Clerk prior to the meeting.

2. To receive declarations of interest under the Localism Act 2011-being any pecuniary interest in agenda items not previously recorded on Members' Register of Interests and any written request for dispensation as outlined in the Council's Code of Conduct. (ALL)

3. To approve as a correct record the notes of the Full Council Meeting held on 1st July 2024

4. To receive;-

- a. The Chair's report. (LCM)
- b. The Parish Clerk's report. (JR)

5. To receive an update and recommendations from the Parish Rooms Workings Party (LCM)

- a) Three quotations have been received for the proposed alterations to the Parish Rooms The recommendation is that we accept the quotation from D.C. Architectural Services Ltd (David Biggadike) Decision making criteria presented as a spreadsheet to Council to outline the decision to recommend DB.
- b) The Parish Council rename the Parish Rooms Improvement Reserves to "The Parish Rooms Alterations Reserves"

6. To approve the recommendations made by the Finance Committee from the meeting held on 22nd July 2024. (JR)

- a) The Human Resources Committee meet urgently to discuss the Clerks pay evaluation.
- b) The current hourly rates for hiring the parish rooms should remain unchanged for the 2024 review.
- c) All expenditure relating to the Parish Rooms Improvements will be shown separately on the Council's website.
- d) As a part of the 2025-26 budget setting process, a consultation will take place which will consist of a table at the Lincolnshire day, this will give Councillors the opportunity to ask parishioners their thoughts on the 2025/26 budget and precept.
- e) For monies to be moved from the current account to the Savings Account and to the 32 day Access Account to ensure investment opportunities are maximised.

7. To discuss and consider a formal response to complaints received on an increase of dog fouling in the village (CP)

8. To receive an update on the Council archives (CP)
9. To comment and approve the Q1 Financial Monitoring Report. (JR)
10. To receive an update on the De-fib machine. (JR/LCM)
11. To consider adding the De-fib machine to the Asset Register. (JR)
12. To receive an update on the recent Yard Sale. (JC/PM)
13. To review and approve the Dignity at Work Policy (JR)
14. To review and approve the Allotment Policy (JR)
15. To consider and approve the Parish Rooms Hirer fees for January 2025 – December 2025. (JR)
16. To receive an update on the First Aid Kit. (JR)
17. To receive an update on the Cleaning Contractor. (JR/NT)
18. To receive an update on the Parish Rooms invoicing process. (JR)
19. To receive and note objections raised to the External Auditors by a parishioner. (JR)
 - a) The Council's unlawful functioning, as the objector alleged none of the Councillors have been elected
 - b) Expenditure on a feasibility study approved by the Council during 2022/23
 - c) The Council's failure to award grants during the year.
20. To receive a report from Councillor Tilsley on the information received for a Pay Evaluation for the Clerk.
 - a) Full Council to consider the recommendation from Councillor Tilsley for a pay award for our Clerk/RFO which will be backdated to April 2024.
21. To authorise the signing of orders for payment and to note income and bank balances for July and August 2024. (JR)