

Please note these are draft minutes of the meeting until confirmed as a true record by the Parish Council

**Minutes of the meeting of Hundleby Parish Council held on 2<sup>nd</sup> September 2024 at 7pm at the Parish Rooms Hundleby.**

**Present:** Cllr Lynette Corten-Miller (chair)

Cllr Robert Bell  
Cllr Christine Parker

Cllr Jenny Caitlin  
Cllr Malcolm Dales

Cllr Philip Maddison  
Cllr Tilsley

Cllr Ruth Birkin

Also Present: Mr Joseph Roberts (Parish Clerk) and Cllr W Grey (LCC)

**241. Apologies for Absence**

It was **RESOLVED** to accept apologies from Cllr William Grover (ELDC)

**242. Declarations of interest under the Localism Act 2011**

No declarations of interest were declared.

**243. Draft minutes from Full Council Meeting.**

It was **Resolved** to accept the minutes from the previous meeting.

**244. Chair's Report**

The Chair gave a verbal report on complaints they had received from a parishioner on speeding, traffic and the lights down Church Lane which are intermittent. Cllr Grey (LCC) said he would investigate and report the lights down Church Lane.

**245. Parish Clerk's Report**

The Clerk gave a verbal report on the work they have recently done and also gave an update on items from the previous meeting. This included the complaints regarding local footpaths and also the Alford Multiply project. The Clerk informed Council that they had emailed representatives from the Alford Multiple Project, but were still waiting for them to get back in touch to say the Council could take part. Cllr Caitlin said she would speak to Lynette from Alford Community Project.

**246. Update and recommendations from the Parish Rooms Working Party (PRWP)**

It was **RESOLVED** to accept the recommendations from the Parish Rooms Working Party.

**247. Recommendations from the Finance Committee**

It was **RESOLVED** to accept the recommendations from the Finance Committee from the meeting held on 22<sup>nd</sup> July 2024.

**248. Response to complaints on increased dog fouling within the village.**

It was **RESOLVED** for the Clerk to email ELDC to report the increase in dog fouling and to ask if the dog warden could conduct more patrols within the village and for there to be a notice in the next village newsletter.

**249. Parish Council archives update**

Cllr Parker gave a verbal update on the work she had done in organising the Parish Council archives. Cllr Parker went through the archives and has sorted the information into envelopes and

has explained what is in each envelope on the back. The Chair thanked Cllr Parker for her work in completing this task. The archives will be stored at the Parish Rooms and the Chair will buy some storage containers for them.

It was **RESOLVED** for Cllr Parker to continue her work with the remaining archives.

**250. Q1 Financial Monitoring report**

It was **RESOLVED** to accept the Q1 Financial monitoring report.

**251. Defib machine update**

The Chair and the Clerk gave an update on the recent work which was completed on the Defib Machine, this mainly involved having the machine serviced, new batteries and pads supplied, and the machine registered with the British Heart Foundation.

It was **RESOLVED** for Cllr Bell to become the Lead and look after the De-fib machine.

**252. Adding Defib machine to the asset register.**

It was **RESOLVED** to add the Defib machine to the Parish Asset register.

**253. Yard sale update**

Cllr Maddison gave a verbal report on the success of the recent Yard Sale in the village. Cllr Maddison informed the Council that 28 yards took place, and raised £549.33 for the Parish Rooms improvements. The Chair thanked Cllr Maddison and Cllr Dales.

**254. Dignity at Work Policy**

It was **RESOLVED** to accept and adopt the Dignity at Work Policy.

**255. Allotment Policy**

It was **RESOLVED** to defer the Allotment Policy.

**256. Parish Rooms hire fees for January 2025 to December 2025**

It was **RESOLVED** to maintain the Parish Rooms hirer fees at £9 per hour for no kitchen and £10 per hour with the kitchen.

**257. First Aid Kit update.**

The Clerk gave a verbal update on a new First Aid kit which has been purchased for the Parish Rooms. Cllr Maddison offered to fit the First Aid kit in the Parish Rooms.

**258. Objections raised to the External Auditor on the AGAR for 2023/24**

The Clerk informed Council why the external Auditors had rejected all of the objections raised on the 2023/24 AGAR.

**260. Clerks Pay evaluation**

It was **RESOLVED** for the Clerk to move up one SCP to SCP 6.

**261. Payments, receipts and bank balances for July and August 2024.**

It was **RESOLVED** to accept and approve the payments, receipts (providing two corrections are made to the descriptions) and bank balances for July and August 2024.

Meeting was **closed** at 8:50.