

## **Minutes of the meeting of Hundleby Parish Council held on 12 May 2025 in the Parish Rooms Hundleby.**

### **Present:**

Cllr Corten - Miller  
Cllr Philip Maddison  
Cllr Natalie Tilsley - Acting Clerk  
Cllr Christine Parker  
Cllr Robert Bell  
Cllr Ruth Birkin

Also Present: District Cllr Will Grover and County Cllr Philip Roberts

### **377. Election of Chair**

Cllr Lynette Corten-Miller was duly elected as Chair and the Declaration of Acceptance in office was signed and witnessed by County Councillor Philip Roberts.

### **378. Election of Vice - Chair**

Philip Maddison was duly elected as Vice Chair and the Declaration of Acceptance in office was signed and witnessed by District Councillor Will Grover.

### **Public Session**

Cllr Grover advised that the community grant has increased by double so our allocation is £800 for this financial year. ELDC have purchased 27 new vehicles to support food waste with the aim that from April 2026 there will be weekly collections planned.

Cllr Roberts advised he is settling into his role and hoping to attend as many meetings as possible and provide the support we need.

It was **RESOLVED** to commence the meeting.

### **379. Apologies for Absence**

Apologies for absence were received and accepted from Cllr Malcolm Dales.

### **380. Declarations of Interest under the Localism Act 2011**

None declared.

### **381. Minutes from Full Council Meeting held on 07 April 2025**

It was **RESOLVED** to accept the minutes from the previous meeting held on 07 April 2025.

### **382. Reports**

#### **Chair's Report.**

Nothing to report as all covered within AGM chair's report

### **Parish Clerk's Report.**

1. It was noted that an internal auditor appointed by LALC has already begun the audit and this is presently being worked through.
2. An annual leave policy and a pay policy do not appear to be in place, Cllr Tilsley will prepare these for consideration and approval at a future full council meeting.

### **383. PRWP Report**

Planning submitted to ELDC for alterations and a lottery bid. Various factors are required in order for a bid to be submitted to Grassroots at ELDC

384. The appointment of a consultant for a short term contract was moved into a closed session

### **385. Form of Authority**

It was **RESOLVED** to approve the signing of a Form of Authority from Sills and Betteridge for future correspondence and instructions from the Parish Council that Cllr Tilsley would be the named person.

### **386. Parish Clerk**

The recommendations for a Parish Clerk from the HR committee was moved into a closed session.

### **387. VE Day Report**

Cllr Bell advised that VE Day was received well by the local community and the village spirit was evident.

### **388. Standing Orders**

It was **RESOLVED** to adopt the latest Standing Orders as per the Lincolnshire Association of Local Council's website.

### **389. Finance Committee**

It was **RESOLVED** that the members remain the same as existing they being Cllrs Parker and Bell.

### **390. Human Resources Committee**

It was **RESOLVED** that the members remain the same as existing they being Cllrs Tilsley and Birkin.

### **391. Collective Areas**

It was **RESOLVED** that the full council will take responsibility as a collective for all areas of allotments, Health and Safety, Highways, Planning, Safeguarding, Website and News Letter.

### 392. Asset Register

Cllr Parker and Cllr Bell reviewed the Asset Register and this will be updated to Scribe including photographs as soon as possible.

It was **RESOLVED** to approve the Asset Register as at 31/03/25.

**ACTION-** Updated Asset Register to be uploaded to Scribe.

### 393. Meeting Dates.

It was **RESOLVED** to accept the meeting dates for 2025/26

**ACTION-**Dates to be displayed on notice boards and website.

### 394. YMCA Membership Renewal.

It was **RESOLVED** that as the renewal date for the YMCA membership has passed and is of no direct benefit to the village it would not be renewed.

### 395. Regular Payments for 2025/256 Financial Year.

It was **RESOLVED** to approve the list of regular payments for the 2025/26 financial year.

Beclean Cleaning Services	£18.00 per week
BT WIFI for Parish Rooms	£40.00 per month
E-On Electricity for Parish Rooms	£100.00 per month
Wave (Anglian Water Supply for Parish Rooms)	£60 per month
Staff Salary	£360 per month

### 396. Orders for Payment

It was **RESOLVED** that the Chair of Finance sign the orders for payments

Scribe bank reconciliations were not available due to year end.

The balance on the Community (current) account was £2825.54 as at 30 April 2025. On the Community Instant Access (Savers Account) £11870.48. 32 day deposit account is £13800.81 all verified by bank statements.

### 397. Closed Session

It was **RESOLVED** to move to a Closed Session to approve the appointment of a consultant for a short term contract for overseeing year end 2024/2025 and other duties and to approve recommendations from the HR committee in relation to the appointment of a new Clerk/RFO.

The Chair closed the meeting at 9pm.