

## **HUNDLEBY PARISH COUNCIL**

### **MINUTES OF THE MEETING HELD ON 5th OCTOBER 2020**

#### **In the Chair**

Dr D Cartwright

#### **Councillors present:**

Ms S Boulton, Ms. L Corten- Miller, Mr A Foster, Mr. P Maddison, Mr A Pottle and Ms J Slaymaker.

County Councillor Mr B Aron also attended the meeting.

The Chairman welcomed the new Councillors to the meeting and gave them an outline of the work and aims of the Parish Council. He also explained that the Council had set up committees to ensure the smooth running of the Parish Council. He asked Cllr Boulton to join the planning committee and the activities and fundraising committee and Cllr Pottle to join the finance committee and the highways committee.

#### **1. Apologies.**

Apologies were received from Councillor M Dales due to the coronavirus, his reason was accepted.

#### **2. Declaration of Interest.**

No one had any interests to declare.

#### **3. Minutes of the Ordinary Meeting held on the 7th September to be approved.**

Councillors had already received a copy of the minutes. It was proposed by Cllr Corten-Miller and seconded by Cllr Slaymaker that these minutes were accepted, all voted in favour. They were signed by the Chairman.

#### **4. To discuss and decide on the Expenses Policy.**

It was decided that this should be discussed at the meeting to be held after the Ordinary meeting.

#### **5. To discuss and decide on any changes required on the Financial Regulations.**

Cllr Corten-Miller read out the suggested alterations to the Financial Regulations. All Councillors voted in favour of these changes. The Clerk was asked to send the new Policy to all the Councillors.

#### **6. To approve the payment of invoices for goods and services.**

The following invoices were due for payment:

Ms J Slaymaker                      £26.70 gloves, aprons and wipes for the Parish Rooms.

Mrs S Hendy                        £170.76 Clerk's salary and expenses.

H M Revenue and Customs    £27.50 tax on Clerk's salary

E-on had taken £16.56 for electricity to 08.09.20 (estimated bill)

£24.00 had been received for the rental of the Parish Rooms.

It was proposed by Cllr Slaymaker and seconded by Cllr Corten-Miller that these were paid, all Cllrs agreed.

## **7. Ratification of Disciplinary Policy and Sickness/ Absence Policy.**

It was resolved to accept the Disiplinary Policy and Sickness / Absence Popicy as put forward by the Staffing Committee.

## **8. To discuss the use of heating tokens for Parish Room Hirers.**

This item was discussed at length by the Councillors. It was proposed by Cllr Cartwright and seconded by Cllr Maddison that no charge should be made to hirers for heating. This was approved unanimously by all Cllrs.

## **9. To discuss and decide on the date and time of the Hundleby litter pick.**

The Chairman suggested that the litter pick should be held on Saturday 17th October 2020, starting between 10-10.30 from the Parish Rooms. The Chairman will make arrangements with ELDC for extra picker-upers and bags and for the collection of the rubbish afterwards. He said that, unfortunately, tea and coffee could not be provided afterwards due to the coronacirus epidemic.

## **10. Correspondence (for information only)**

East Lindsey District Council notified the Parish Council that the recent investigation into the siting of a caravan, used for birdwatching, on land at the rear of 14 Raithby Road had now been completed and no further action would be taken.

LCC had sent an email giving instructions for applying the "Test and Trace" app and the display of the NHS QR posters. This had been done.

The Clerk had now received everything from the bank for setting up internet banking. The Clerk will try and do this, if she has any difficulty, she will contact Cllr Corten-Miller for help.

District Councillor W Grover had informed the Parish Council that grants may be available for the notice boards and the Parish Rooms. The Clerk will print off the forms.

## **11. Report and discussion on costs and sizes of notice boards.**

Cllr Corten-Miller had investigated this very thoroughly. She said that the types of notice boards and the life of these differed depending on the materials etc. The Cllrs were informed that the Church were happy to pay half of the cost for a larger board on the Village green. The Chairman had spoken to the owners of the hedge at the top of Bowmans Ridge and they were happy to allow a board to be put in front of their hedge. Cllr Corten-Miller suggested it would be better to wait to see what grant was available and then decide how much should be spent on the board to get the best value for money. Cllrs thanked Cllr Corten-Miller for her hard work.

## **12. Items to be included on the November agenda.**

- a) Staffing Committee Policies: cleaner's contract, expenses policy, disciplinary policy, sickness and absence policy.
- b) Fire Risk assessment.
- c) Any ideas for Capital Expenditure for inclusion in next year's budget.
- d) Resolutions from the private meeting to be ratified.

e) Parish Charities, to enable Cllrs to suggest any recipients for this local charity.

f) Grant forms from Cllr Grover.

Cllr B Aron gave the following report to the Parish Council;

A Traffic Regulation Order re yellow lines in the Village should be discussed. A public meeting of Parishioners would be held to enable them to give their opinions. The winter programme was starting soon. There should soon be a new purple waste bins provided for clean cardboard to be recycled. The County was moving towards the dissolution of the 3-tier council system.

The meeting closed at 9.10 pm.