

**The Annual Meeting of the Parish Council was held in the Church Hall, Morton on Tuesday 10<sup>th</sup> May 2011 commencing at 7.35pm**

**PRESENT** Councillors D. Creasey (Chairman), B. Hyde (Vice Chairman) W. Lawrance, C. Friend, P.Chubbuck, S. Reynolds, and G. Lack.

**Also in attendance** Mr.T. Barnatt (Clerk & R.F.O), District Councillor Mrs F. Cartwright and PCSO S. Brommell.

**Members of the public present** One

**PUBLIC FORUM**

PCSO Brommell reported that the police would like to identify the driver of a blue car which has been reported speeding, regularly, along the High Street. If the public has any information on this vehicle it would be of help. PCSO Brommell agreed to look into, and deal with, the following matters – Some young girls have been reported riding a quad bike up and down the High Street, an indication of the address involved was given; An A sign, sited on the path outside the Nelson, is blocking the vision along the A15 for vehicles coming out of Hanthorpe Road; A for sale sign and barrier bases are protruding into the already narrow road at the building site on Edenham Road, near the Grove junction.

The area of shrubs, beside Needham Road, the responsibility of the District Council, still causes concern. It was suggested that if the contractors could be approached when they are next working on the area it may be possible to arrange for the piece to be replanted.

Parking at the District Council bungalows was again discussed. District Councillor Cartwright said that conflicting answers and information had been given to her about this matter but she would look into it again. A suggested solution was to allow vehicles to park on the central grass area as it is now.

**1. ELECTION OF CHAIRMAN**

**Councillor Hyde proposed Councillor David Creasey as Chairman, this was seconded by Councillor Chubbuck and, with all in favour, Councillor Creasey was duly elected as Chairman.**

**2. CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE**

Councillor Creasey signed his declaration and this was countersigned by the clerk.

**3. ELECTION OF VICE CHAIRMAN**

**Councillor Chubbuck proposed Councillor Brian Hyde as Vice Chairman, this was seconded by Councillor Lack and, with all in favour, Councillor Hyde was duly elected as Vice Chairman.**

**4. APOLOGIES.** Received and accepted from Councillors Wells and Taylor.

**5. DECLARATIONS OF INTEREST.** Councillor David Creasey declared a personal and prejudicial interest in item 12 – Land Registration.

**6. MINUTES.** The clerk's notes of the meeting held on Tuesday 29<sup>th</sup> March 2011 were approved as Minutes and were signed by the Chairman.

**7. CLERK'S REPORT & CORRESPONDENCE.**

Parish Grass Cutting Pilgrim Services have started the grass cutting programme.

A15 Crossing. The clerk contacted Mr Kevin Brumfield, Lincolnshire Highways Area Manager, regarding concern about the use of allocated funding and future siting of the proposed pedestrian crossing. Highways reply “We will look to spend the money as best will fit the site to improve pedestrian safety to the north of the cross roads”.

Station Road Parking. Lincolnshire Highways was also asked if a layby could be provided opposite the Station Road bungalows. Highways reply ‘In respect of the provision of parking South Kesteven would have to pay for the provision of such a layby to Station Road’.

Co-op Meeting It has not been possible to arrange a suitably convenient date with representatives during April or May, to discuss the King’s Head site. The clerk will try to arrange a meeting sometime during the summer.

#### Planning matters

SKDC approval – Seagate Homes. Details of conditions. 2 The Grove, Hanthorpe. The following application, due to time constraints, was dealt with by consultation – Lincolnshire County Council. Home Farm, High street. New permission to replace extant permission. No objections.

PAYE registration. It is now a requirement that the Parish Council has to be registered with HMRC for PAYE use. The clerk has already dealt with the necessary documentation. There will be no cost involved for the Council as the clerk is paid below NI limits.

Letter to Mr. John Richardson. As requested the clerk had written to Mr. Richardson thanking him for his long service as a councillor and chairman. Mr. Richardson said that he greatly appreciated receiving the letter.

Play Equipment Safety Check. The clerk has carried out the quarterly safety check and found all to be in order.

Bourne Town Council – Civic Service. This will be held on Sunday 5<sup>th</sup> June at 11am. The Parish Council will not have an attendance.

LALC. An assembly arranged for newly elected, and re-elected, councillors will take place at Cranwell Village Hall on 11 July, from 7 – 9pm.

Cemetery. Since the last meeting – 1 Rights application, 1 Burial, 1 Ashes interment. Total £190. Publication. Clerks & Councils Direct. Available from the clerk.

## **8. REVIEWS**

- a) Cemetery Charges. ***It was resolved that these should remain as they are, but should be considered for increase next year.***
- b) Cemetery Documentation. ***It was resolved that the documentation should remain as it is.***
- c) Parish land Rents. ***Following a proposal by Councillor Lack, seconded by Councillor Chubbuck, it was resolved that Mrs. Soames’(A15 land) rent remained at £200pa and that the rent for Mrs. Louth, (Stainfield Road land) should be increased to £80pa.*** The clerk will inform Mrs. Louth of the change.
- d) Minimum amount for Tenders. ***It was resolved that the amount for tenders should remain at £500.***
- e) Insurance Cover. ***Following a proposition by Councillor Chubbuck, seconded by Councillor Hyde, it was resolved to renew the policy with Allianz/Aon, at a cost of £720.91.***
- f) Risk Management. ***It was resolved that the present procedures are adequate for purpose and should remain in operation.***
- g) Internal Audit Procedures and Terms of Reference. ***It was resolved that the present procedures are adequate for purpose and should remain in operation.***
- h) Standing Orders & Financial Regulations. ***It was resolved that these should remain as they are.***
- i) Appointment of Internal Auditor & Auditor’s Fee. ***Following a proposal by Councillor Hyde, seconded by Councillor Lack, it was resolved to re-appoint Mr. David Thomas, as the Independent Internal Auditor and his fee to remain at £50.***

j) Clerk's Workload & Pay.

The Chairman thanked the clerk for his work during the past year and told him that the councillors appreciated his efforts.

***Following a proposal by Councillor Hyde, seconded by Councillor Lack, it was resolved to increase the clerk's hourly rate of pay to £9 per hour.***

## **9. INTERNAL INDEPENDENT AUDITOR'S REPORT**

A copy of Mr. Thomas's thorough report had been given to councillors. The clerk/ R.F.O. had dealt with all administrative and financial matters satisfactorily.

## **10. STATEMENT OF ACCOUNTS & ANNUAL GOVERNANCE STATEMENT**

The date of the external audit has been fixed as 18<sup>th</sup> July by the appointed auditors, Clement Keys. This will be advertised on the noticeboard.

***Following a proposal by Councillor Friend, seconded by Councillor Hyde, the Council approved the Statement of Accounts and the Statement of Assurance and these were signed by the Chairman and the Clerk.***

## **11. ACCOUNTS**

***The following payments were approved by the meeting***

Community Lincs.	Best Kept Village entry 2011	15.00
Viking Direct	Stationery	37.14
D. Thomas	Independent. Internal. Audit	50.00
Stringers	Galv. Watering Can for Cemetery.	17.99
N. Wilkie	Litter picking to 16.4.11	60.00
Morton PCC	Church Hall hire 10.5.11	10.00
T. Barnatt	April Salary	400.16
Allianz/Aon	Annual Insurance	720.91

**Councillor Creasey left the meeting at this point. Vice Chairman, Councillor Hyde, chaired the meeting.**

## **12. CHANGE IN REGISTRATION OF STAINFIELD ROAD LAND**

Chatterton's, agents for Mr David Creasey, had been in contact with the clerk regarding a small piece of land belonging to Mr Creasey which had been erroneously included in the registration of a piece of Parish Council land. This had only come to notice very recently. The clerk showed councillors maps and documents, provided to substantiate Mr Creasey's ownership, showing a small piece of land adjoining the Council land. Mrs Louth, of Stainfield, who rents the Parish Council land concerned, had confirmed that Mr Creasey and his father before him, had always owned the smaller piece. In view of this the clerk had communicated the information to Chatterton's and to the Land Registry and the registration documents had now been corrected.

***Following a proposal by Councillor Lack, seconded by Councillor Chubbuck, it was resolved to approve the actions of the clerk and the changes made to the registration documents.***

**Councillor Creasey returned to proceedings and took the chair.**

## **13. CO-OPTION FOR COUNCIL VACANCY**

Mr Terry Dickinson was nominated, and agreed to stand, for co-option as a councillor, to fill the outstanding vacancy. ***Mr Dickinson was proposed for co-option by Councillor Friend, seconded by Councillor Chubbuck, and the proposition was carried unanimously. Mr Dickinson was duly co-opted as parish councillor.***

**14. THE NEXT MEETING** The Next Meeting of the Parish Council will be held on Tuesday 21st June 2011 and will be preceded by a Public Forum, commencing at 7.15pm

**15. OUTSIDE REPORTS**

Councillor Cartwright wished to thank all those who supported her re-election as District Councillor for Ringstone Ward.

**OTHER MATTERS**

The clerk was asked to contact the County footpaths Officer about the overgrown public footpath at Hanthorpe. Councillor Cartwright agreed to ask a planning officer about ensuring that a specimen tree is replaced, by developers as required, at the Grove, Hanthorpe, development. There being no further business the meeting closed at 8.40pm

CHAIRMAN..... DATE.....