

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING OF
FALDINGWORTH PARISH COUNCIL
HELD ON TUESDAY 17 MAY 2016
IN THE MEMORIAL HALL, FALDINGWORTH

- Present** Cllrs T Howard (Chairman), D Waine (Vice-Chair), D Dickinson, S Wilkinson and W Green.
 Also present: 2 members of the public.
Clerk S Aikman.
- 16/05/01 ELECTION OF CHAIR AND RECEIVE DECLARATION OF ACCEPTANCE OF OFFICE**
 Following a vote it was unanimously **RESOLVED** that Cllr T Howard be elected Chair of the Council. Cllr Howard signed the Declaration of Acceptance of Office.
- 16/05/02 TO RESOLVE TO ACCEPT APOLOGIES AND REASONS FOR ABSENCE**
 Apologies were received by and accepted for Cllrs L Sutton and K Pears.
- 16/05/03 ELECTION OF VICE-CHAIR**
 Following a vote it was unanimously **RESOLVED** that Cllr D Waine be elected Vice-Chair of the Council. Cllr Waine signed the Declaration of Acceptance of Office.
- 16/05/04 TO APPOINT A REPRESENTATIVE TO THE MEMORIAL HALL COMMITTEE**
 Following a vote it was unanimously **RESOLVED** that Cllr T Howard would be the Council representative on the Memorial Hall Committee.
- 16/05/05 DECLARATIONS OF INTEREST**
 None.
- 16/05/06 PUBLIC FORUM**
 Following a vote it was unanimously **RESOLVED** to suspend the meeting to allow for public time.
 No items were raised by the public.
- 16/05/07 NOTES OF PREVIOUS MEETINGS**
 Following a vote it was unanimously **RESOLVED** that the notes of the meeting held on 15 March 2016 be approved and signed as minutes.
- 16/05/08 FINANCIAL MATTERS**
- i. To consider a further application to the Transparency Fund
 Following a vote it was unanimously **RESOLVED** to submit an application for staff costs in relation to the Transparency Code up to March 2017.
 - ii. To complete the business telephone banking form
 Following a vote it was unanimously **RESOLVED** to complete the telephone banking form allowing the Clerk to make internal transfers between the two Parish Council accounts.
 - iii. To approve the Statement of accounts and bank reconciliations to date
 Following a vote it was unanimously **RESOLVED** to approve the statement of accounts and bank reconciliations.

- iv. To consider the annual insurance premium and decide accordingly
Three quotes had been obtained. Following a vote it was unanimously **RESOLVED** to take out insurance through Came & Company with Hiscox Insurance on a 3-year long-term agreement at a cost of £357.24
- v. To approve accounts for payment
Following a vote it was unanimously **RESOLVED** to approve the following accounts for payment:

Chq no.	To	Details	Amount
100920	SCIS UK Ltd	laptop update and printer ink	£ 115.55
100921	Glendale	playing field grass cutting	£ 48.23
100922	S Aikman	April salary	£ 339.43
100923	S Aikman	May salary	£ 339.43
100924	S Aikman	April/May expenses	£ 82.48
100925	Glendale	Grass cutting	£ 148.45
100926	Came & Company	Insurance	£ 357.24
100927	SCIS UK Ltd	Printer ink	£ 60.67
		Total	£ 1,491.48

- vi. To receive the annual report from the internal auditor
All items on the annual return had been approved by the internal auditor. The internal auditor advised the Council that he was unable to continue with the role for the following year. The Clerk expressed her thanks for the work undertaken and the Council were unanimous in their vote of thanks to Colin Mitchell-Smith. A draft advertisement for an internal auditor would be produced for the next meeting to consider inclusion in the next newsletter. **ACTION: Clerk**
- vii. To complete the Annual Governance Statement in the Annual Return
The Annual Governance Statement was completed by the Council and following a vote it was unanimously **RESOLVED** to approve the Annual Governance Statement.
- viii. To approve the Council's accounts for 2015/16 and complete the Accounting Statement in the Annual Return
Following a vote it was unanimously **RESOLVED** to approve the end of year bank reconciliation for 2015/16.
Following a vote it was unanimously **RESOLVED** to approve the Accounting Statement in the Annual Return.

16/05/09 CHAIR'S REPORT

The Chair had nothing to report at this time.

16/05/10 TO RECEIVE REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

It was reported at the Memorial Hall Committee meeting in May 2016 that fibre broadband had been installed at the Memorial Hall and that workshops were being arranged for anyone wishing

to use the facility. The Memorial Hall AGM was planned for 14 June 2016.

16/05/11 CLERK'S REPORT

The Clerk reported that LCC were planning to stop the grass cutting of verges from April 2017.

16/05/12 TO SIGN THE CLERK'S REVISED CONTRACT OF EMPLOYMENT AS AGREED AT THE PREVIOUS MEETING

Following a vote it was unanimously **RESOLVED** to approve the revised contract, which was then signed by the Chair and the Clerk.

16/05/13 TO CONSIDER THE CENTRAL LINCOLNSHIRE JOINT STRATEGIC PLANNING COMMITTEE (CLJSPC) CONSULTATION

Following a vote it was unanimously **RESOLVED** to respond to the consultation stating approval of the amendments to the draft which met the concerns previously raised by the Council.

16/05/14 TO CONSIDER THE NEED FOR DEVELOPING A NEIGHBOURHOOD PLAN

A discussion was held regarding the need for public involvement should a Neighbourhood Plan be developed for Faldingworth. A draft newsletter being produced for the next meeting would include an item to gauge public interest in developing a plan. **ACTION: Clerk**

16/05/15 TO CONSIDER ANY UPDATES ON COMMUNICATION WITH WLDC IN RELATION TO INCOMPLETE WORKS FOR THE AMENITY LAND AS PART OF A S106 AGREEMENT.

It was reported that the formal complaint had been sent in as agreed. WLDC had been slow in responding and no progress had been made on this matter.

16/05/16 TO REVIEW THE COUNCIL POLICIES ADOPTED AND TO CONSIDER THE NEED FOR ADDITIONAL POLICIES

A list of current policies and procedures was considered including the dates of adoption/revision. A draft Risk Management policy and Disciplinary and Grievance policy would be produced for consideration at the next meeting. **ACTION: Clerk**

16/05/17 CORRESPONDENCE

The following correspondence received was noted:

Date	Sender	Details
04.04.2016	Resident	New Development off Hutton Way – Road name suggestions
05.04.2016	WLDC	Council - 11 April 2016
05.04.2016	WLDC	APPLICATION REFERENCE NO: 134249 PROPOSAL: Planning application for alteration to existing drive to relocate crossover LOCATION: Grasmere Spridlington Road Faldingworth Market Rasen LN8 3SQ
06.04.2016	Groundwork	Tesco local community scheme
14.04.2016	WLDC	Planning Training Session - "Enforcement" - 19 April 2016
19.04.2016	Police	message sent via the public website
20.04.2016	Community Lincs	Insurance renewal quote
21.04.2016	Healthwatch Lincolnshire	Healthwatch Lincolnshire – Board of Director Recruitment.

22.04.2016	Community Lincs	Neighbourhood Planning - Free Initial Help and Advice
22.04.2016	WLDC	Consultation - Central Lincolnshire Local Plan
29.04.2016	WLDC	Annual Council - 9 May 2016
04.05.2016	Community Lincs	Photographic Competition 2016
10.05.2016	LCC	Rights of Way Grass Cutting
16.05.2016	Fields in Trust	Centenary Fields Programme

16/05/18 PLANNING MATTERS

To consider any updates on the following planning applications:

APPLICATION REFERENCE NO: 134249 decision notice

PROPOSAL: Planning application for alteration to existing drive to relocate crossover

LOCATION: Grassmere, Spridlington Road, Faldingworth Market Rasen LN8 3SQ

It was reported that the recent application for the development of the windmill site had been withdrawn

16/05/19 URGENT ITEMS

Cllr Waine reported that a sign had been erected that obscured the 30mph sign on entering the village. The matter would be reported to LCC Highways. **ACTION: Clerk**

The meeting closed at 8.40pm