



## 26. Clerks Report and correspondence received

- 26.1 The Clerks report had been circulated in advance. He said that he had received a few other items of correspondence which he would deal with first;
1. He had received a letter from the secretary of the Parochial Church Council asking if we as a Council would like to join them in the annual survey of the headstones in the Churchyard. It was suggested that the meeting should take place either on the 18<sup>th</sup> June or 30<sup>th</sup> July at 10.30 a.m. It was agreed that the representatives from the Council Cllr Rose and Lunn should attend and they both agreed to the meeting on the 18<sup>th</sup> June.
  2. A letter had been received from Lincolnshire County Council regarding the Central Heating Fund. This was aimed at people in receipt of benefits who owned their own property and did not have central heating. It was agreed that this should go into the Newsletter.
  3. Another letter had been received from Lincolnshire County Council regarding the Lincolnshire minerals and waste local plan which will be adopted on the 1<sup>st</sup> June 2016.
  4. The insurance company had sent the Certificate of Employers Liability and this would be placed in the lobby of the Community Hall.
  5. Councillor Thomas said that he wanted to raise the matter of the bin at the bus stop by the Public House. It was now quite old and was in need of re-painting. We could either ask for a new bin or ask Toni Montero to rub it down and re-paint it. **Resolved:** that we ask Toni Montero to do the work.
- The Clerks report was then gone through and a few questions were asked and matters were clarified.

## 27. Planning applications:

- 27.1 There were no plans to discuss. However following the agenda being posted another plan had been received. The plan bearing number S16/1242 which was for a single storey front extension to dwelling at Milestone House, 36 Swallow Hill. The Clerk explained that we could either call a special meeting as we had until the 15<sup>th</sup> June to respond, or the Clerk to be given delegated authority to respond on behalf of the Council. The plan was considered. **Resolved:** that the Clerk be given delegated authority and that he reply to the District Council that had the matter been on the agenda we would make no objection.

## 28. To discuss the proposed amendments to the Boundary Commission proposals.

- 28.1 A letter had been received from the Boundary Commission which had been circulated in advance. A number of objections had been received regarding some of the proposals and as a result they had come up with another proposal which affected Thurlby. They were proposing that Thurlby now be included in a new Ward called Bourne South which would include Manthorpe and Bourne South. **Resolved:** that we write back and say we are in agreement and in favour of the recommendation.

## 29. Audit of 2015 - 2016 Accounts – the papers below was circulated in advance.

- 29.1 **To note Internal Auditors Report. Resolved** that the report was noted.
- 29.2 **To approve the Annual Governance Statement 2015/16. . Resolved** that the Annual Governance Statement is approved and signed. .
- 29.3 **To accept the Accounting Statements 2015/16 as a true record. Resolved** that the accounting Statement 2015/16 is a true record.
- 29.4 **To sign Annual Return and submit for Audit. Resolved** that the Annual Return is signed

**30. To discuss possible training in line with the Training Policy**

**30.1** Cllr Sadler said that he wanted to attend the Employment and Pension's training on the 28<sup>th</sup> September and Cllr Scott wanted to attend the Councillors training day on the 20<sup>th</sup> July. The Clerk would organise this for them.

**31. To discuss the response from SKDC regarding the piece of land they own on Lawrance Park,**

**31.1** The Clerk had written to Lucy Youles at South Kesteven District Council about whether or not we could either purchase or have the land donated to us and if so would there be any covenants or restrictions on its use. She had replied advising that this could not be done **Resolved** that Cllr Dobson would have another discussion with her to try and understand the reasoning behind the decision and to see if there was any possibility of a change of heart. He would report back at the next meeting.

**32. To receive an update regarding the Defibrillator**

**32.1** Cllr Thomas explained that the Defibrillator had been delivered and installed where it was agreed it should be installed. However people soon complained as it was felt to be in a dangerous place and people could easily hit their head on the case when walking past. This in fact had happened and as result the case had to be removed and sited on the eastern wall of Lawrance Park. It was working and all was in order. The Clerk was now to register this with the local Ambulance Service and have it included on the insurance. Thanks were to be recorded for the excellent work undertaken by Cllr Thomas.

**33. To discuss the survey result priorities and what action is necessary to deal with them.**

**33.1** Cllr Sadler explained that his computer was not working and as a result he did not have access to the information. He apologised and asked that this matter be dealt with next month. This was agreed to.

**34. To receive an update on the Cemetery to include grass cutting and maintenance**

**34.1** Cllr Thomas said that the cemetery grass was being cut and as far as he was concerned it was looking very good, but there was one problem. Following a recent burial grass from the grave had been removed and in its place pieces of slate had been laid. In addition in the slate three bunches of artificial flowers had been planted. With regard to the slate this was a serious health hazard when the grass was being cut as someone could get injured from flying slate from the mower. He had advised the grass cutter Mr Harris not to work anywhere near the grave but that will cause further problems as the grass will grow between the slate and if it remained uncut it would soon look very untidy. He had taken a photograph and had sent that to the Clerk, which was shown. Cllr Thomas said that the action taken by the relative of the deceased was in breach of a number of regulations as it was quite clear that grass could not be removed from the grave and slate could not be put down. Likewise artificial flowers were not allowed. The up to date regulations are in the noticeboard in the cemetery. The Clerk was asked if the regulations were ever given out when there was either a burial or a plot had been purchased. He said that they were not. It was agreed that in future the regulations should be made known and that they should be abided by. With regard to the present problem it was agreed that the clerk would write a sympathetic letter to the surviving relative asking for the slate to be removed, the grass returned and the flowers removed.

The Clerk pointed out that when had, had a discussion with the Internal Auditor it was advised that we should review the cemetery charges. This did not mean that we had to increase them but it would be evidence that they were considered. It was agreed that this matter be put on the next month's agenda. The Clerk would try and get evidence of what

other local burial authorities were charging.

**35. To receive an update on the position of a crossing at Thurlby and traffic around the village generally**

**35.1** Cllr Sadler had, had a recent meeting with County Cllr Powell and Shatish Shah of Lincolnshire County Council as well as Alan Ball, Head of the Road Safety Partnership. He had prepared a report and had circulated this before the meeting. It was quite clear that the Highways Department had a very small budget and did not have the money which included not having the money for a crossing. The sad reflection was that someone would have either to die or be seriously injured before the matter of a crossing at Thurlby would be considered. It was begrudgingly accepted that the volume of traffic on the A15 was high and would only increase in time. Mr Shah agreed that he would look into the possibility of the Parish Council funding a crossing and he would revert back to us.

**36. To discuss the request from a parishioner that we review the grass cutting agreement in relation to the area around the Grade II listed milestone**

**36.1** The letter received from the resident had been circulated in advance. The complaint was that whilst we had agreed to cut the grass in front and around the milestone this had not been done recently but she had noticed it had been damaged when the grass had been cut. The request was that we review the grass cutting agreement in that location to ensure that the verge at the location is cut and maintained regularly by Highways contractors or the Parish Council. The person who agreed to cut the grass was no longer a member of the Council. It was agreed that we would ask McDonalds if they could adopt the milestone and cut the grass on a regular basis to ensure it was not damaged further. It should be pointed out that if they did it would be of a real benefit to the community. The Clerk was asked to ensure that the resident was sent a letter back explaining what we had agreed to do. There was another milestone near Manor Farm and we should also ensure that this was not damaged and maintained. Consideration would be given to this at another meeting.

**37. For any Councillor to produce a written report of any meeting that he/she has attended as representatives of the Parish Council**

**37.1** Cllr Rose said that he had attended a recent meeting of the Lawrance Park management committee. There had been problems in the play area of the park which had to have the Police out to see if they could intervene. The stile near Chapel Lane was to be replaced with a kissing gate. They proposed to have a picnic bench put in. It was hoped that on the 25<sup>th</sup> June they would be officially opening the new play equipment alongside other activities. All were welcome to attend the event which would be from 2 – 5 p.m.  
Cllr Scott said that the boy causing the problem did not live in Thurlby and various parents had asked him to leave and not come back. They had agreed to keep an eye out in the play area to ensure that there was no further trouble.

**38. To confirm Expenditure**

[£40.00 – C S Harris (grass cutting in cemetery)]

[£127.22 – Toni Montero (repairs to Noticeboard in Chapel Lane)]

£421.11 – B M Champness (salary)

£40.00 – B M Champness (use of home as office)

£345.60 – HMRC (PAYE)

£41,75 – Lawrance Park Community Hall (hire charges for May by Neighbourhood Planning Group)

£17.15 – Alan Thomas ( for the electrical cable to supply the new cabinet position)

£5.00 Lincolnshire Fieldpaths Association (Annual subscription)

£242.60 – G S Parkes (Internal Audit Fee)

£200.00 – St Firmins Churchyard Committee (balance of grant request)

[ ] denotes those payments paid between meetings, which have been approved by the Chairperson and Vice Chairperson of the Parish Council or at a previous meeting but not listed

**38.1 Resolved:** that the above payments be made. The Clerk pointed out that when he prepared the last agenda he looked at the budget calculations and saw that the amount we had agreed to pay St Firmins Cemetery was £3000.00 but on checking this figure the actual request was for £1700.00. It was for that reason he had included the payment of £200 and wanted to know if this should be paid now or paid when we get the balance of the Precept in October.  
**Resolved** that this is paid now.

**38.2** Following the meeting in May the Clerk had been in touch with the bus shelter company and they agreed to reduce the account by £100 in accordance with the quotation received.

**38.3** After the last meeting Cllr Thomas had updated the Budget Spreadsheet to look more professional and which could be signed by the Chair and put onto the website. The completed spreadsheet for April and May had been circulated in advance. The Clerk was able to provide statements which he had downloaded from the Banks website to show that the figures on the document balanced with what amount was in the three accounts. He had not included the payments on tonight's agenda as he would not be able to balance the accounts. Resolved that the document be approved and signed by the Chair as a correct record.

**38.3** Now that we had on line banking and the Clerk was able to print up to date bank statement Cllrs Dobson and Thomas went through the payment vouchers and bank statements to check that they had been paid and that everything was in order.

**39. Members Questions - reminder only questions given to the clerk a week in advance will be answered.**

**39.1**

**40. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND THE PUBLIC:** in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting.

**41. To discuss Staffing Issues**

**41.1** Following the agreement by the National Joint Council for Local government Services (NJC), NALC and SLCC have now issued joint circular giving full details of how the 2016-17 pay award relates to Parish Clerks. Details of this had been circulated in advance. **Resolved** that the Clerk to receive the recommended salary increase, back dated to the 1<sup>st</sup> April 2016. The payment for use of his home as an office remains the same.

**41.2** Cllr Sadler said that he also wanted to raise the matter of the Clerks appraisal. First should one be undertaken and if yes who should undertake that task. Following discussion it was **resolved** that the Appraisal should be undertaken and should be conducted by the Chair and Vice Chair.

**42. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND THE PUBLIC:** in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential business being concluded, the Press and the Public be invited to return to the Meeting.

There being no further business the meeting was formally closed at 21.43

43. **The date of the next meeting** – to be held on **Wednesday 6<sup>th</sup> July 2016** at 7.30 p.m. in the Lawrance Park Social Room, Thurlby.

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