

**Thurlby Parish Council**  
**Minutes of the Annual Meeting of Thurlby Parish Council (Min 16-01) held on the 4<sup>th</sup> May 2016 at 8.30 p.m. in the Lawrance Park Hall, Thurlby**

**Present:**       **Councillors:** N Bradley, B Dobson, E Lunn, M Reece, R Rose, B Sadler, S Samra, Y Scott, and A Thomas  
                  **Residents:** none  
                  **Others:** Bernard Champness – Clerk,

**Open Forum**

As there were no residents present there was no open form and the meeting was formally opened at 8.42 p.m

1. **To elect a Chairperson and to receive the Chairperson's Declaration of Acceptance of Office and if not then received to decide when it shall be received**
  - 1.1 Barry Sadler was the only nomination. It was **resolved** Cllr Sadler be duly elected as Chair for the following year. He duly signed the Acceptance of Office and this was witnessed by the Clerk. .
2. **To elect a Vice Chairperson**
  - 2.1 Sandip Samra was the only nomination and it was **resolved** that Cllr Samra should be Vice Chair for the following year.
3. **To appoint representatives for Local Charities and organisations –**

It was **resolved** that the following would be appointed:

  - 3.1 **Lawrance Park Community Association** - Cllrs A Thomas & R Rose.
  - 3.2 **Causeway Charities** – Cllrs Bradley and B Sadler
  - 3.3 **Jonathan Ward and Anne Fisher Charities** – Cllrs Scott & Dobson
  - 3.4 **Churchyard Committee** – Cllrs Lunn and Rose
  - 3.5 **Lincolnshire Association of Local Councils** - Cllr Rose
  - 3.6 **Neighbourhood Police Panel** – Cllr Rose
4. **To appoint signatories for cheques.**
  - 4.1 **Resolved:** Cllrs Sadler, Thomas, and Dobson. The Clerk should remain as a signatory but will not sign cheques which is in line with the Financial Regulations.
5. **To adopt the Standing Orders, Financial Regulations & Risk Assessment and to consider the further inspection of the cemetery/headstones**

5.1 In view of the fact that the Standing Orders had recently been amended it was felt that no further changes were necessary. This also applied to the Financial Regulations. It was agreed that the Risk Assessment would be looked at by the Chair and the Clerk who would report back at the next meeting. The headstones would be inspected by the Clerk and Cllr Thomas

## 6. Apologies for absence, acceptance of Apologies & noting of resignations received

6.1 Apologies were received from Cllr Derbyshire (personal)

6.2 Resolved that the apologies be accepted. County Cllr Powell had sent her apologies.

6.3 The Clerk reported that he had contacted South Kesteven regarding whether anyone had applied for an election. They had replied saying that they had not and that we could co-opt. They sent another e-mail saying that having checked the notice the 14 working days expired on the 5<sup>th</sup> May and asked that they be contacted on the 9<sup>th</sup> to see if the situation had changed. If it had not the vacancy would be advertised. It was agreed that a notice be placed in the Village Link.

## 7. Declaration of Interest – To receive Declarations of Disclosable Pecuniary and Other Interests, as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda item

7.1 No one declared an interest in any

## 8. Minutes of the Meeting of the Parish Council held on the 13<sup>th</sup> April 2016 (Min15-12)

8.1 **Resolved:** That the minutes were signed by the Chair as a correct record

## 9. Clerks Report and correspondence received

9.1 The clerks report had been circulated in advance of the meeting. A question was raised about the Queens 90<sup>th</sup> birthday. The e-mail was in relation to bunting and related to the 21<sup>st</sup> April. Her official birthday was the 11<sup>th</sup> June. Lawrance Park were putting up the Union Jack and the Clerk was to contact the secretary to see if there was anything they would like the Parish Council to do or help with on the weekend of the 11<sup>th</sup> and 12<sup>th</sup> June 2016.

## 10. Report from the District and County Councillors

10.1 District Councillor Dobson said that he had little to add to what he had earlier reported at the Annual Parish Meeting. A decision had not yet been made regarding the development on the application at 23 The Green. The application was being looked at by Highways in relation to the matter of speeding. He said that this was not the only issue and suggested they look at the problem of surface water and drainage.

## 11. Planning applications:

11.1 **S16/0823** – 2 no, fascia signs and 1 free standing sign, all illuminated at Land opposite The Sugar Mill. **Response** by 6<sup>th</sup> May 2016. **Resolved** no objections.

## 12. To discuss possible training in line with the Training Policy

12.1 Cllr Sadler said that he had hoped to attend the training in relation to Employment but missed the last published April presentation.. He would like to attend the next session but did not know when that would be. He said that if anyone was interested they too should book in. Cllr Reece said that he might be interested but it depended on what day it was on. Cllr Scott was interested in attending a training day for New Councillors in July.

**13. To receive an update on the Neighbourhood Planning process and to discuss the offer for professional Consultancy Services for Neighbourhood Development Plan and to discuss the proposal from Charisma Spatial Planning Ltd trading as Ann Skippers Planning**

**13.1** It was proposed that this matter be adjourned to the next meeting and this was agreed to.

**13.2** The Clerk pointed out that the other matter to discuss was the approval of the experts but explained that this should not have been on the minutes as it was dealt with last month.

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

**14.1** It was agreed that this item should also be adjourned to next month

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

**15.1** Cllr Thomas said the grass was now being cut and all appeared to be in order. It was reported that after work had been carried out at the cemetery and a headstone replaced the person who had done the work had left two bags of soil and a pair of gloves. Cllr Thomas had reported this to the Clerk who in turn notified Set In Stone, who said they would investigate and remove the bags and gloves.

**16. To discuss matters raised at the Annual Parish Meeting which needed action to be taken.**

**16.1** There were a few items that should be investigated. One was the report of cars being dumped by Park Wood. Cllr Sadler said that he was happy to investigate this and report back at the next meeting. It was agreed that this should be an agenda item next month. The other item related to the red bin at The Slipe and which was now full and never emptied. It was agreed that the Clerk would write to Lincolnshire Wildlife Trust and ask if they provided the bin and to ask why it was never emptied.

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

**17.1** There were no written reports but Cllr Lunn gave a verbal report about his recent visit to Delaine Buses. The purpose of the visit was the get clarification of the bus fares from Bourne to Stamford and from Thurlby to Bourne. He was told that if you got on the bus at Thurlby you had to ask the driver for a connective ticket to Stamford which would cost the same as if they caught the bus from Bourne. It was agreed that this information should be reported in the next Newsletter and the Village Link.

**17.2** Cllr Rose gave a verbal report on the recent Police Forum meeting he had attended. It was very disappointing in that only one member of the public attended. He said that Carlby had asked the Police where the data from the reactive sign was sent to be analysed but they would have to make enquiries. Cllr Sadler said that once we got our sign we would be able to download the data onto the parish computer and analyse this ourselves.

**18. To confirm Expenditure**

[£348.00 – Scribe 2000Ltd (accounts software licence)]

£421.11 – B M Champness (salary)

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

£1542.00 – Autocross Euroshel Ltd fit and supply three seating units in bus shelters)

£1838.10 – Wel Medical Ltd (supply and fit defibrillator)

£2000.00 – Lawrance Park Community Association (half grant payment)

£1500.00 – St Firmins Churchyard Committee (half grant payment)

[ ] 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

- 18.1 Resolved:** that the above payments be made but before payment was made to Autocross the Clerk was to enquire why the account was £100 more than the quote. The Clerk also clarified that the money we were paying to WEL Medical Ltd was what we had received from the Causeway Charity but excluding the VAT which we would be able to recover.
- 18.2** The Clerk had circulated a financial statement he had prepared for April and May. He explained that he had been onto the SLCC website to see what they recommended a Parish should do under the new audit regulations and this was what they suggested. He explained that he was not that impressed with it as it did not show how much we had left in the account after payments were made but this was left to either the Councillors or residents to calculate themselves. He had also circulated the spreadsheet which showed the money received and spend and was in his opinion much clearer to understand. **Resolved** that we forget the new financial statement but we continue to use the spreadsheet with a running total at the bottom of the page showing what money was left in each account. Cllr Thomas said that he would try and add this further information onto the sheet and try and make the document a little more professional.
- 19. Members Questions - reminder only questions given to the clerk a week in advance will be answered.**
- 19.1** Cllr Reece said that during the evening of the 3<sup>rd</sup> May someone had thrown the new waste bin at the bus shelter at Northorpe into the dyke, He had been asked to get this out and put back in the right place. He did but it was not fixed to the ground so it could happen again. There was cement in the bottom which made it very heavy. It was suggested that the bin be fixed into the ground to prevent this sort of thing happening again. It was also pointed out that there had been other acts of vandalism around the village in that the noticeboard in Chapel Lane was damaged and a residents vegetable table had been turned over and damaged.
- 19.2** There being no other business the meeting was formally closed at 21.41
- 20. The date of the next meeting** – to be held on **Wednesday 1<sup>st</sup> June 2016** at 7.30 p.m. in the Lawrance Park Social Room, Thurlby.