

Thurlby Parish Council
Minutes of the Annual Meeting of Thurlby Parish Council (Min 19-01) held on the 8th May 2019 at 8.30 p.m. in the Lawrance Park Hall, Thurlby

Present: **Councillors:** P Barnett, R Bill, N Bradley, L Lowe, E Lunn, M Reece, B Sadler and A Thomas
Residents:
Others: Bernard Champness – Clerk, Stephen Holland

Open Forum	
Stephen Holland wanted to address the Council regarding the cost of printing the Character Assessment and the neighbourhood Plan. Two quotes had been obtained and the cheapest was for 50 copies of the Character Assessment at a cost of £7.86 each and for 20 copies of the Neighbourhood Plan at a cost of £173.00. If approved he would arrange for printing to be done. This was agreed. Mr Holland was then asked whether the plan should be reviewed on a regular basis. He advised we should be proactive with the District Council and periodically write to them to see if there was any change in their policies which could affect our Neighbourhood Plan. He pointed out that in Para 10.3 of the Plan it stated that we would engage with the District Council. It was agreed that this matter be placed on the Agenda of the Annual Meeting of the Parish Council which would then result in the Clerk sending off a letter to the Planning department of south Kesteven District Council. The meeting was formally opened at 20.44	
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	Richard Bill was the only nomination and it was resolved that Cllr Bill 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 & L Lowe
3.2	Causeway Charities – Cllrs P Barnett and B Sadler
3.3	Anne Fisher Charities – Cllrs Sadler & Bill
3.4	Churchyard Committee – Cllrs Lunn and N Bradley
3.5	Lincolnshire Association of Local Councils. – no nomination
4.	To appoint signatories for cheques and a Press Officer

4.1	Resolved: Cllrs Sadler, Thomas, and Bill. 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	The Standing Orders had not been amended. This also applied to the Financial Regulations. Resolved that they be accepted until such time they were amended. It was agreed that the Risk Assessment would be looked at by the Chair and the Clerk who would report back. The headstones would be inspected by the Clerk and Cllr Thomas.
6. To consider whether or not the Cemetery charges should be increased,	
6.1	The Clerk explained that the Internal Auditor had suggested we consider this matter at this meeting each year, \even if we did not increase the cost it was show that we considered the matter on a regular basis. After considering the matter it was resolved that the fees for the burial of residents of Thurlby would remain the same but the fees for people who were not residents the fees would be increased by 10% or then rounded up.
7. Apologies for absence, acceptance of Apologies & noting of resignations received	
7.1	Apologies were received from Cllr D White (personal)
7.2	Resolved that the apologies be accepted.
8. 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	
8.1	No one declared an interest in any item on the agenda.
9. Minutes of the Meeting of the Parish Council held on the 3rd April 2019 (Min18-10)	
9.1	Resolved: That the minutes of the 3 rd April 2019 were signed by the Chair as a correct record
10. To receive a report from the County and District Councillors on matters relating to Thurlby	
10.1	As the District and County Councillors had given reports at the Annual Parish Meeting no other reports were given as they were not present. .
11. Clerks Report and correspondence received	
11.1	The Clerks Report was circulated, after he explained that he had kept the report to only what was important. If any Councillor wished to see the e-mails from NALC and various playground equipment companies they should ask the clerk and he would forward them on. There were no questions.
12. Planning applications:	
11.1	There were no plans to discuss at the time that the agenda was posted. However, two planning applications had been received since then. One was S19/0679 – side and rear extension, and alterations and enlargement to garage at 16 Obthorpe Lane. The other plan was S19/0734 – two storey side extension above existing garage, single storey rear and side extensions at 51 Swallow Hill.. The Clerk explained that we could call a special meeting, or he could be given

	delegated authority to reply and to deal with the plans tonight. Resolved that the Clerk be given delegated authority to respond as if the plans had been on the agenda. The Planning applications were then considered, and the Clerk was to write back explaining that the plans were not on the agenda but if they had been we would have no objections.
13. To discuss possible training in line with the Training Policy	
13.1	It was pointed out that we had a Training policy and it was expected that all new Councillors should undergo training to give them a better understanding of what they could or could not do as an individual or as a group. Cllr Sadler pointed out that details of the training courses were listed in the LALC magazine which had been circulated..
14. To consider whether we wish to adopt the procedure for dealing with financial matters under the General Power of Competence and if so to agree the Clerk undertake the appropriate qualification.	
14.1	Prior to the meeting the Clerk has circulated to all Councillors details of how was as a Council could act if we adopted these new powers. He explained that at the moment we had to have certain powers to spend money. The general power of competence is a new power available to local authorities in England to do "anything that individuals generally may do". It was provided for in the Localism Act 2011 and replaces the well-being powers in the Local Government Act 2000. It was brought into force for local authorities on 18 February 2012. we were qualified to adopt this power as more than two thirds of the Councillors were voted on at the recent election. The Clerk whist have CiLCA and an additional module under the Power of Well Being he had been advices by the SLCC that he needed to take another module under this new power. The Clerk advised that he had been in touch with LALC and CAPALC for details of training and suggested that if the Council were in favour of adopting this Power then they should agree to him taking this extra module and on passing adopt the Power. Resolved that the Clerk undertake the necessary training and on passing this module the council then will adopt and act in accordance with the General Power of Competence.
15. To receive an update on the Cemetery to include grass cutting and maintenance	
15.1	Cllr Thomas said that the grass had been cut but he was going to get Mr Harris to clear and sweep the footpaths.. The Clerk explained that after a hard struggle to get a new green bin sticker one had been ordered. He had then received a telephone call back from South Kesteven District Council saying they had sent out two stickers. One had his home address on it and the other had St Firmins Church. He was asked to send back the sticker which had his home address on it. The next collection of the green bin was the 14 th May.
16. To discuss matters raised at the Annual Parish Meeting which needed action to be taken.	
16.1	One matter raised was the fact that the minutes were not in the Post Office. The Clerk apologised but explained that when he got home from work it was too late and the shop was closed. Cllr Bill said that he would arrange for copies to be placed in the Post Office
16.2	It had been suggested that in future we might consider using a microphone and the acoustics in the hall were very bad and it was difficult for some people to hear what was being said. It was resolved that instead of a microphone we hold the meeting in the social room in future.
16.3	A resident had complained that whenever it rained water flowed down High Street at its junction with Obthorpe Lane, and this resulted in water being splashed up against 5 The Green and causing damage. It was felt that this was down to drains being blocked. It was

	hoped we could put pressure on the appropriate authorities to look into this problem as well as the problem in Church Street.
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 reports of any meetings attended.
18.	<p>To confirm Expenditure</p> <p>£40.00 – B M Champness (use of home as office) £429.69 – B M Champness (salary) £59.04 – litter picker £52.92 – BT (telephone charges) (DD) £186.00 – T Montero (cleaning bus shelters) £34.20 – Lawrance Park (hire fees of hall for Neighbourhood Planning meetings) £352.00 - HMRC (PAYE & NI) £433.34 – LALC (Annual Fees and hard copies of LALN News) £39.00 – Discover Wisbech (printing costs) £120.00 – Ian Bratley (Hosting fees and monthly support) £80.00 – C S Harris (grass cutting in cemetery) £432.44 – Scribe (license fee for software) £60.00 – Thurlby PCC (insert in village link) £95.00 – ICCM (annual subscription) £18999.94 – South Kesteven District Council (refund of overpayment) £37.98 – B M Champness (200 heavy duty bin bags)</p> <p>[] 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</p>
19.1	<p>Resolved: that the above payments be made. After the Clerk explained that the correct figure to pay the litter picker was £74.03. The reason why this was amended each meeting was because the agenda went out before the time sheet from the litter picker was received. He also pointed out that the correct figure to send back to South Kesteven District Council was £18999.88.</p>
19.	Members Questions - reminder only questions given to the clerk a week in advance will be answered.
19.1	There was a problem with the noticeboard by the Post Office. It appeared that water was leaking in and had caused the paperwork to become damp. It was pointed out that there was not a leak, but the problem was caused by condensation. It was agreed that to try and resolve this matter holes would be drilled into the bottom panel to ventilate the noticeboard.
19.2	There being no other business the meeting was formally closed at 21.33
20.	The date of the next meeting – to be held on Wednesday 5th June 2019 at 7.30 p.m. in the Lawrance Park Social Room, Thurlby.