

Thurlby Parish Council
Minutes of the Annual Meeting of Thurlby Parish Council
(Min 24-01) held on Wednesday the 1st May 2024 at 8.15 p.m. in the
Lawrance Park Social Room

Present: **Councillors:** N Bradley, R Bill, S Broadbent, H Daines,(Presiding) L Day, M Keene, L Lowe, x M Owen, and A Thomas
Residents: none
Others: Bernard Champness – Clerk, County Cllr Reid.

Open Forum	
There were no members of the public present and there was no Open Forum. The meeting was formally opened at 20.25	
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	Hayley Daines was the only nomination. It was resolved Cllr Daines be duly elected as Chair for the following year. The Acceptance of Office was signed by the Chair and witnessed by the Clerk
2.	To elect a Vice Chairperson
2.1	Stephen Broadbent was the only nomination, and it was resolved that Cllr Broadbent 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 R Bill and L Day
3.3	Anne Fisher Charities – Cllrs S Broadbent & R Bill
3.4	Churchyard Committee – Cllrs L Lowe and N Bradley
4.	To appoint signatories for cheques and a Press Officer
4.1	Resolved: Cllrs H Daines, A Thomas, and R Bill be appointed signatories. The Clerk should remain as a signatory but will not sign cheques which is in line with the Financial Regulations. The Clerk Bernard Champness be appointed the Press Officer.
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 the Cemetery charges should be increased,	
	6.1	After considering the matter it was resolved that we would increase the charges this year to the following Interment for an adult = £100.00 for resident and £300 for non-resident Exclusive Right of Burial = £100.00 for resident and £300 for non-resident Interment of Cremated remains = £50.00. Exclusive Right of Burial of cremated remains = £50.00. Right to erect a headstone on grave or cremated plot = £50.00 for resident and £150.00. for non-resident Such an increase for non-residents shall not apply in the case of a former inhabitant of the said parish who was ceased to be such an inhabitant for a period not exceeding 20 years
7.	Apologies for absence, acceptance of Apologies & noting of resignations received	
	7.1	Apologies were received from P Haley (work) and M Harrison (work) 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	Cllr Broadbent declared an interest in Item 12.1 in relation to S23/1922 - Proposal: Change of use and alteration of Church Hall (F1) to residential dwelling (C3) at Parish Church Hall, 12 Church Street as he lived behind the proposed development.
9.	Minutes of the Meeting of the Parish Council held on the 27th March 2024 (Min23-10)	
	9.1	Resolved: That the minutes of the meeting held on the 27 March 2024 be 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	County Cllr Robert Reid was in attendance and was able to report the following: <ol style="list-style-type: none"> 1. The crossing was scheduled for autumn 2024 but there was a possibility that it might be sooner. The crossing when installed would not have the hashed junction box at the same time. He needed confirmation that we still wanted the junction box. We said that we did, and he would relay this to Highways. 2. The change of speed restrictions from 50 to 40 mph from Thurlby to Northorpe had been approved and would be implemented soon. 3. He gave a detailed report on the problem of flooding around the village and was still working hard on getting all matters resolved. Some of the pipes under the road had been jet washed and were now clear. Church Street was still a problem and he and Highways are talking to the Church to try and get matters resolved. It seems the problem is riparian tights and who was responsible for clearing the dykes.

	10.2	District Cllr Dobson had sent a report which was dealt with at the Annual Parish Meeting held earlier this evening
11.	Clerk's Report and correspondence received	
	11.1	The Clerks Report had been circulated and explained that he had received various emails from NALC, ICCM and various playground equipment providers but if anyone wished to see copies they can be forwarded on. He had received the additional correspondence as follows:
12.	Planning applications:	
	12.1	To consider any Planning Applications received – S24/0559 - Proposal: New two storey detached dwelling at The Barn, 25 Crown Lane, Thurlby. Response extended to 2 May 2024. Resolved: no comments S23/1922 - Proposal: Change of use and alteration of Church Hall (F1) to residential dwelling (C3) at Parish Church Hall, 12 Church Street, Thurlby. Response by 9 May 2024. Resolved: that we do not object but to re-confirm our comments made to the previous application S24/0645 - Proposal: First floor side extension and front porch at 56 Northorpe, Thurlby. Response by 14 May 2024. Resolved: no comments
	12.2	To note Planning Applications approved: S24/0154 - Proposal: Extension to existing barn and additional storage buildings/enclosures to support the current use as a petting farm at Tiny Steps Petting Farm Park Wood Road Following the agenda being posted further notices had been received where planning permission has been granted: as follows: S24/0370 - Proposal: Proposal for the installation of two rapid electric vehicle charging stations and ancillary equipment within the car park of McDonalds, Bourne at McDonalds, Milestone Road Bourne S23/2329 - Proposal: Construction of a new commercial building to be used as a general workshop and ancillary machinery storage with ancillary office space and staff facilities at Fenton's of Bourne Ltd, Katesbridge, Thurlby S24/0392 - Proposal: Erection of single storey front and side extension at 7 The Pingles Thurlby
	12.3	To note any Planning Applications refused or withdrawn: none to note
	12.4	To note any Application appealed or any decision made regarding an appeal: none to note
13.	To confirm Expenditure 40.00 – B M Champness (use of home as office) £532.90 – B M Champness (salary) £24.00 – Elaine Reynolds (salary) £49.56 – BT (broadband charges) (DD) £306.00 – Bourne Skip Hire (weekly bin collection charges x 5) £509.33 – Zurich Insurance (Insurance premium) £4000.00 – Lawrance Park Community Association (Grant monies) £2000.00 – St Firmins Churchyard (Grant monies) £100.00 – Odd'Uns (grant monies)	

	<p>£19.47 – B M Champness (5 reams of paper) £20.80 – St Firmins PCC (contribution to Naturehood website) £100.00 – ICCM (Annual fee) [] 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>
13.1	Resolved: that the payments be approved.
13.2	<p>Four more invoices had been received since the agenda was posted and these are: £102.00 – C S Harris (grass cutting in the cemetery and sweeping path) £65.18 – B M Champness (multi-ink pack for printer) £120.00 – Set in Stone (Levelling headstones) £118.00 – Thurlby PCC (Village Link inserts for May) Resolved: that these payments be paid as well</p>
14.	To discuss the accounts for April and for the bank reconciliation to be signed as a correct record
14.1	<p>Although the agenda says to approve the April Bank Reconciliation the Clerk had not been able to run the statement from the bank account. He was able to circulate in advance various reports from Scribe for March 2024 which showed the items purchased, money received, and bank balances at the end of the month. Resolved: that the Chair sign the Bank Reconciliation for March 2024</p>
15.	Audit of 2023/24 Accounts
15.1	To approve the Annual Governance Statement 2023-24. Resolved: that the Annual Governance statement be approved after this was considered in detail.
15.2	To accept the Accounting Statement 2023-24 as a true record. Resolved: that the Accounting Statement for 2022/23 be accepted as a true record.
15.3	To sign the Annual Return and submit for Audit. Resolved: that the Annual Return be signed by the Chair and submitted for Audit
16.	To consider and agree the Insurance cover and whether we wish to include or remove anything from the schedule
16.1	<p>The Clerk had sent Councillors copies of the Insurance Schedule prior to the meeting to enable them to consider the insurance cover that we had. It was noticed that missing from the schedule was the reactive speed sign and the 6 Tommy silhouettes. These would be added after the Clerk spoke to the Insurers.</p>
17.	To receive an update on the crossing at Thurlby crossroads.
17.1	There was nothing further to add to what has already been said by Cllr Reid
18.	To consider the future of the Youth Hostel in Thurlby
18.1	There was nothing further to add to what has already been said by Cllr Reid
19.	To receive a report on the D Day Celebrations on the 15 June 2024

19.1	<p>Cllr Lowe was able to report the following:</p> <ol style="list-style-type: none"> 1. Posters for the event had been placed from Market Deeping to Morton 2. The tickets had been designed and would be printed soon. 3. 10 cars had already booked spaces for the cars to be displayed and rosettes had been purchased. 4. The Risk Assessment had almost been completed and would be sent to the Clerk. 5. Cllr Thomas wondered if a flag for the D Day being sold by the Royal British Legion should be purchased, and it was agreed he would make enquiries and purchase one. 6. Lisa Day was running the bar in the evening and a licence had been obtained.
20.	To consider the data received from the reactive sign
20.1	<p>Cllr Bill had submitted before the meeting the data he had obtained from the Reactive Sign</p> <p>The radar unit was positioned on the A15 at Thurlby recording traffic data northbound during March and southbound during April.</p> <p>Compared to last year's vehicle numbers the northbound data is very similar, the average 5-day daily count and the evening count are slightly higher but may be the result of the increased traffic on Monday 17th March when the A1 was closed in excess of 10,000 vehicles were recorded. All speeds average, maximum, % over the speed limit and average speed above the limit are also very similar to previous. The southbound data indicates the average daily count to be down slightly 2.7 & 2.5% at 8668 & 8067 vehicles/day on the 5- & 7-day count with a slight increase in the peak AM and a reduction in the PM volumes. Those travelling over the speed limit have slightly reduced at 8.26 & 9.24% however their speed limit remains very similar at 45.68 & 45.80mph. The average speed of 34.6mph is very similar to last year.</p> <p>Thanks to be recorded to Cllr Bill for undertaking this task every month.</p>
21.	To receive an update on the Cemetery to include grass cutting, maintenance and burial fees
21.1	<p>Cllr Thomas said he had been down to the Cemetery, and all was in order. Chris Harris had cut the grass. The Clerk explained that the 2 headstones had been straightened and were now safe. It was hoped that this would suffice now for years to come. He also explained that he had heard nothing further from South Kesteven District Council about the green bin sticker but would chase this up</p>
22.	For any Councillor to produce a written report of any meeting that he/she has attended as representatives of the Parish Council
22.1	No one had attended any meetings so there were no reports.
23.	To consider what information should be placed in the Village Link
23.1	<p>Cllr Day would draft a report with the help of Cllr Thomas which would be sent to all Councillors to approve. She explained that after receiving a complaint that the QR code was not working on the Village Link she checked this out and found it had expired and would cost \$33 to renew. She was checking out the offers for free ones.</p>

24.	Members Questions - reminder only questions given to the clerk a week in advance will be answered.	
	24.1	Cllr Thomas asked about the streetlight on the footpath between Northorpe and Beck Way. The Clerk explained that he had sent reminders which had been acknowledged but then no further response. He was asked to chase them again.
	24.2	Cllr Daines asked about the drain cover that needed to be repaired in Beck Way. The Clerk explained that this had been overlooked and he would send out a letter,
	24.2	There being no other business the meeting was formally closed at 21.38
25.	The date of the next meeting – to be held on Wednesday 5 June 2024 at 7.30 p.m. in the Lawrance Park Social Room, Thurlby	

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