

Draft Minutes of the Parish Council Meeting of Keelby Parish Council held in the Village Hall on Tuesday 5<sup>th</sup> June at 7.00pm

Those present: Councillors D Ash, P Briggs (Chair), P Baillie, M Funnel, Cllr Hirst, Cllr Bentham, Cllr Everitt, Cllr Indian.

In attendance: J Waite (Clerk) Cllr Lawrence, Cllr Turner, 1 member of the public.

**1 To receive apologies and reasons for absence Ref 18/63**

Cllr Knight, Cllr Large Taylor, Cllr Wakefield, Cllr Bierley.

**2 To receive declarations of interest under the Localism Act 2011 – being any pecuniary or non-pecuniary interest in agenda items not previously recorded on Members' Register of Interests. Ref 18/64**

None given.

**3 To approve draft minutes of the Annual Meeting of the Parish held on 1<sup>st</sup> May 2018. Ref 18/65**

Resolved to approve as a true record.

Proposed Cllr Bentham. Seconded Cllr Ballie. All in favour.

**To approve draft minutes of the Annual Parish Council Meeting held on 1<sup>st</sup> May 2018. Ref 18/66**

Resolved to approve as a true record, with the amendment to Public Questions – a question was asked as to how the village had benefited from the community infrastructure levy on recent developments – any monies from this are paid to WLDC not the parish council.

Proposed Cllr Ash. Seconded Cllr Funnel. All in favour.

**4 Public Question Time 10 Minutes Ref 18/67**

No questions raised.

**5 County Council matters Ref 18/68**

Pot holes repairs are still being passed in by email to Cllr Turner.

**6 Clerk's report Ref 18/69**

The Chair requested that 2 items of correspondence be moved to closed session at the end of the meeting.

Proposed Cllr Indian. Seconded Cllr Hirst. All in favour.

No other items discussed.

**7 District Council matters Ref 18/70**

A report was circulated via email before the meeting.

Council would like WLDC to repair or replace the dog waste bins recently removed from the village.

**8.To receive any reports from external organisations Ref 18/71**

A) Library / Youth Club – Youth Club is to re open on June 13th.

B) Village Hall – Strawberry Cream teas fundraising event will be held on June 22<sup>nd</sup> 2018.

The Conservation officer from LCC has looked at the work needed to make the chimney and bell tower safe, and these will need substantial in put in terms of funding.

C) Sports Association - The tenancy agreement 4<sup>th</sup> draft will be circulated to the Sport Association for their meeting on 17<sup>th</sup> June. No up date given on the work to the front of the building.

**9 Financial Matters Ref 18/72**

Salaries	£687.71
J Waite - Clerks Expenses and Disbursements	£70.50
P Ney – handyman expenses	£49.27
Multidata	£38.92
Anglian Water – cemetery	£15.75

Resolved to approve payments.

Proposed Cllr Indian. Seconded Cllr Funnel. All in favour.

**Internal Audit. Ref 18/73.**

The end of year accounts are now ready to be sent to the auditor.

**Project bank account. Ref 18/74.**

No bank statements are available for this account as there have been no transactions. It was resolved that £1 be put into the account each year to generate a statement, and to stop the account being archived by the bank.

Proposed Cllr Bentham. Seconded Cllr Everitt. All in favour.

**External Audit Section 1. Ref 18/75.**

The accounting governance statements were read out and agreed.

Proposed Cllr Everitt. Seconded Cllr Ash. All in favour.

**External Audit Section 2. Ref 18/76.**

Proposed as true record of accounts for 2017/18.

Proposed Cllr Indian. Seconded Cllr Funnel. All in favour.

**10 Planning applications and decisions received Ref 18/77**

No applications discussed.

**11 Neighbourhood Plan. Ref 18/78**

A meeting on May 22nd at 7pm in the library was held but only 2 members plus the clerk attended. The survey leaflets are now ready to be printed.

Council approved 12 hours over time for the clerk.

Proposed Cllr Hirst. Seconded Cllr Indian. All in favour.

The next meeting will be June 26<sup>th</sup> at 7pm in the library.

The date for the consultation event has been set as July 10<sup>th</sup> 2018., 7.00pm to 9.00pm, with the village hall being booked for 6.30pm to 9.30pm.

The unspent grant money from the last financial year will need to be re paid and another grant application done for the ongoing costs.

**12. Parish matters – To receive any report or consider any appropriate action Ref 18/79**

a) Cemetery – The issue of memorial headstones for children in shapes such as a teddy bear was discussed, and agreed that they must fit the current size requirements. The tap is now replaced, the new bin in place and the old concrete bin will need removing.

b) Grounds Maintenance - WLDC had done some areas of weed spraying around the village. Cllr Everitt will do any areas missed. Problems with the mower at the cricket club have resulted in a delay in cutting the village green.

c) War memorial – weeds around the memorial need spraying.

d) Allotments – nothing to report.

e) Play Equipment – The broken item of equipment has now been removed and the parts needed to replace it will be looked at. The large climbing frame will need removing in the near future as it is becoming too worn. The matting surface is becoming slippery and this will also need replacing.

**13 To receive general comments from members for consideration on the next agenda. Ref 18/80**

Entrance gate to Wyval Drive on to the field.

Quotes for a contractor to cut playing field.

Grass verges getting over grown.

Overgrown hedges on Victoria Road.

Handyman salary.

Meeting Closed 8.21 pm

**Meeting moved to closed session.**

Those present: Councillors D Ash, P Briggs (Chair), P Baillie, M Funnel, Cllr Hirst, Cllr Bentham, Cllr Everitt, Cllr Indian.

In attendance: J Waite (Clerk) Cllr Lawrence, Cllr Turner, 1 member of the public.

**1 To receive apologies and reasons for absence Ref 18/81**

Cllr Knight, Cllr Large Taylor, Cllr Wakefield, Cllr Bierley.

**2 To receive declarations of interest under the Localism Act 2011 – being any pecuniary or non-pecuniary interest in agenda items not previously recorded on Members' Register of Interests. Ref 18/82**

None given.

**3 To resolve the action needed to appoint a new Clerk. Ref 18/83**

The Chair informed the meeting that a resignation letter has been received from the Clerk, and an advertisement and interviews will need to be held. The interview panel was agreed as Cllr Hirst, Cllr Funnel, Cllr Bentham, Cllr Briggs. The closing date for application is set as 29<sup>th</sup> June, with interview dates to be arranged at the start of July. The current clerk will finish on 31<sup>st</sup> July after a handover period.

**4 To resolve action to be taken on correspondence from Brocklesby Estate. Ref 18/84.**

A letter from Brocklesby Estate was read out and it was agreed that no further action was needed at this stage.

Meeting Closed 8.35pm.

Date and Time of next meeting - July 24<sup>th</sup> 2018 at 7.00pm.