

Draft Minutes of the Annual Parish Council Meeting of Keelby Parish Council held in the Village Hall on Tuesday 14<sup>th</sup> December 2021 at 7.00pm

Those present: Councillors T Bentham, C Wakefield, P Everitt, S Knight, P Baillie, T Wright, J Indian, Cllr Stark, P Briggs, D Ash (Chair).

In attendance: A Burnett (Clerk), Cllr Lawrence, Cllr Bierley & 5 members of public

**1. To elect a Chair Person for 2021/22 Ref 21/085**

**2. To elect a Vice Chair Person for 2021/22 Ref 21/086**

Cllr Ash ask Councillors to consider continuing with the current responsibilities as the next AGM is only 5 months away.

Proposed Cllr Indian Seconded Cllr Bentham All in favour.

**3. To receive apologies and reasons for absence Ref 21/087**

Cllr Wilks due to having knee surgery

**4. 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 21/088**

None Declared.

**5. To approve draft minutes of the Parish Council Meeting held on 2<sup>nd</sup> November 2021 Ref 21/089**

Typing error – ‘R’ missing from Cllr Bierley

Apologies from Cllr Bierley not detailed

Minutes approved with the above amendments

Proposed Cllr Baillie Seconded Cllr Wakefield All in favour

**6. Matters arising Ref 21/090**

Doctors Surgery – No further forward. Services may decrease due to the latest Covid-29 advice.

Website – Clerk reported that the website issue has been resolved and items are now being uploaded. Minutes and agendas have been uploaded as a priority, but the whole site will be populated on an ongoing basis. Clerk stated that the expert that has been giving assistance has stated how complex it is for someone working at a Clerk level.

FOI request – Clerk provided a verbal report on the incidents listed on the ICO website.

In relation to the request received from Cllr Wright, Cllr Briggs provided the following statement: TO confirm for the minutes, the request by Cllr Wright to check the Chair’s response to a question asked in the September meeting. The recording has been listened to by Councillors Ash, Briggs and Wright together with the Clerk. In reply to Cllr Wrights question ‘what happens if the Sports Association cannot form a committee?’ The Chair replied, ‘in comes back to the Parish Council’. The Chair was stating the position laid down in the constitution of the Sports Association as agreed at its inception. For clarity, this means that the situation would be discussed by the Parish Council and a way forward agreed.

Community Orchard – Trees due in stock in December. Clerk will purchase once they are available.

Eastfield Road – The property is now in the process of being cleared, including the removal of vehicles. No direct response has been received from Environmental Health.

## 1105

Verge at Co-op – has contact been made? Cllr Indian to make contact.

### 7. Correspondence Ref 21/091

Eastfield Road – already discussed

Bus shelters – Big job but agree they need cleaning. Cllr Everitt to approach his neighbour who is a window cleaner to ask for a quote.

Overgrown hedge on Saddle Road – Clerk to write to the resident.

### 7.31 Councillor Smith arrived

### 8. Public Question Time 10 Minutes Ref 21/092

A report was received with regards to a party which took place on 27<sup>th</sup> November at the Manor House from 7.30pm – 2am. No objection to parties on the whole, but the noise was unbelievable. Area affected by noise includes Manor Close, Manor Street, King Street, area around the church, part of South Street, part of Riby Road and the beginning of Victoria Road. **Cllr Ash declared an interest.** Resident reported that the music penetrated their house. It came from the vicinity of the old stables, which is believed to have been converted to a events/party place. Concern over what will take place in the Spring and summer. Questioned if this is a commercial enterprise? Cllr Briggs advised that Environmental Health be contacted with regards to noise to help with the matter moving forward.

Household waste – has any response been received? What action can be taken?

### 9. County Councillor report Ref 21/093

Pavements and potholes have been repaired or are scheduled for works.

### 10. District Councillors Ref 21/094

Report received via email.

### 11. Clerk's Report Ref 21/095

All updates from part of the agenda.

### Review of Standing Orders

Cllr Wright pointed out some required amendments.

Committees formed as and when required (to be added).

Proposed Cllr Wakefield    Seconded Cllr Indian    All in favour

### Review of Financial Standing Orders

Cllr Briggs Prepared the following statement:

All accounts for payment shall be included on a list provided by the Clerk at the meeting. This list will be compared to all bills/invoices by a Councillor and the list signed to confirm correct. The accounts will be approved or otherwise by the meeting and the Clerk will make all the payments within seven days. If internet banking payments do not require an 'authorised' confirmation then the Councillor who has access to the online banking will compare the payments online to the list of payments sanctioned by the meeting between seven to fourteen days later. If cheque payments are made then the two signatories will confirm the amount on the cheque prior to signing.

Proposed Cllr Bentham Seconded Cllr Baillie All in favour

Approval of Financial standing orders: Proposed Cllr Indian Seconded Cllr Baillie All in favour

Approval of Code of Conduct: Proposed Cllr Bentham Seconded Cllr Everitt All in favour

## **12. To Receive any reports from external organisations Ref 21/096**

Library – No report

Youth Club – Going well. School closed due to high Covid-19 numbers. Cllr Bentham advised Youth Club do the same. Youth Worker discovered the door had been left unlocked by Library Staff. Reported and resolved.

Village Hall – No report.

Community Speed Watch – Awaiting insurance certificate. Training to take place in January. All future volunteers will be trained via zoom. Details of remaining equipment detailed.

Proposed Cllr Everitt Seconded Cllr Indian All in favour

Keelby Sports Association – No Meeting

## **13. Financial matters Ref 21/097**

Salaries	£1,076.38
Clerks Expenses	£67.80
Multidata	£40.12
Fuel Genie (Nov & Dec)	£45.72
Playdale Deposit	£44,584.70
Playdale deposit VAT	£8,916.94
Speed Gun	£206.34
CSW Clothing	£93.30
Digital timers	£7.70
Road signs (x2)	£195.11
WLDC refuse & Recycling (DD)	£36.83

Proposed Cllr Everitt Seconded Cllr Bentham All in favour.

## **14. Planning applications and decisions received Ref 21/098**

No applications received

## **15. Neighbourhood Plan Update Ref 21/099**

Final draft is being prepared and will be handed to the Parish Council early January 2022. The latest draft will reflect the past twelve months and will also include suggestions from Nev Brown at WLDC. The plan can then be taken to public consultation stage.

**16. Parish Matters – to receive any report or consider any appropriate action Ref 21/100**

Cemetery – The fence is beginning to rot. Cllr Baillie suggested it be changed and become a place to scatter ashes. Cllr Baillie to put a report together for the next meeting.

Trees along the boundary need to have their canopies raised.

Proposed Cllr Everitt Seconded Cllr Indian All in favour

Grounds Maintenance – Salt bins located at the school, Riby Road and Sports Ground are all broken. Clerk to contact Lincolnshire Highways to ask them to replace and fill the bins.

Proposed Cllr Bentham Seconded Cllr Wakefield All in favour

War Memorial - nothing to report

Allotments – No report

Play Equipment – start of project postponed from 6<sup>th</sup> December due to the weather delaying previous job. Work started Monday 13<sup>th</sup> December. Some equipment has been delivered and is being stored in the container. The site has been fenced in and the spoil is being removed. Contractors will leave site on 23<sup>rd</sup> December and return on Tuesday 4<sup>th</sup> January. Proposed that the spoil be sold or put the other side of the fence so it can be used to build up the sides of Wivell Drive gate and on the community orchard. Clerk to speak to Project Manager.

**17. Social Media Ref 21/101**

Cllr Stark presented a case for the Parish Council to have a Facebook page moderated by the Clerk. Concern raised over potential negative comments and the subjective nature of posts.

Cllr Stark proposed a Facebook page for a trial period of 3 months.

Cllr Everitt proposed the website be allowed to run for a month to see if it works first.

Amendment of two months made by Cllr Baillie.

Proposal 1: 4 in favour

Proposal 2: withdrawn

Amendment: 5 in favour

Passed that the website is given a two month trial. Social Media reviewed in the February meeting.

**18. Items for consideration at the next meeting Ref 21/102**

Emergency Committee

**19. Date and time of next meeting Ref 21/103**

Tuesday 4<sup>th</sup> January 2022

Meeting Closed 9.03pm