

East and West Barkwith Parish Council

Annual Parish Council Meeting

Minutes of the Meeting held on Thursday, 19th May, 2022, starting at 7.20pm, after the Annual Parish Meeting

Present: Mr. A. Platt, Mr. J. Stamp, Mr. C Wilson, Mrs. T. Brady, Mr. C. Fincham, and Mr. N. Gibson. There were no others in attendance.

1154 **Election of Chairman** - There being no other nominations, Cllr. A. Platt was duly proposed and elected to serve a further term as Chairman. The relevant declaration was signed.

1155 **Election of Vice-Chairman** - There being no other nominations, Cllr. J. Stamp was duly proposed and elected to serve a further term as Vice-Chairman. The relevant declaration was signed.

1156 **Apologies** - Cllr. Battell has tendered his resignation from the council, due to a change in his working times and other commitments. This creates a vacancy for East Barkwith. East Lindsey will be notified to begin process of finding a successor. It was agreed that the clerk should write to Mr. Battell to thank him for his service over many years. It is unlikely that there will be enough residents asking for a by-election, in which case the vacancy can be filled by co-option. Election or Co-option could be confirmed by the time of the Council's next meeting.

Cllr. Ward sent his apologies as he has a Postmasters' Meeting. It appears that the further scheduled dates for these will co-incide with the Council Meetings until October, at least, but it is important for the future of the Village Shop and Post Office that he take part in these business discussions. In view of this, it was agreed that Cllr. Ward be granted leave of absence for the July and September meetings so that he can concentrate on the Post Office matters and their possible effects here. The clerk will inform him of this decision.

Cllr. Scott sent her apologies as she is unwell and these were accepted.

1157 **The Minutes** of the meeting of 17th March had been circulated. They were approved by the meeting and signed by the chairman. There were no matters arising at this point.

1158 **Representatives:-** The current list of Representatives was circulated. Cllr. Battell's name will be removed for the coming year.

It was agreed by all that the Clerk should continue to hold the position of RFO and Cllr Wilson should continue as Safety Officer and Tree Warden.

It was agreed that all other positions on the list would continue for a further year.

Cllr. Gibson asked for his name to be added to those for the Countryside Committee and the Barkwith Parish History Group, in place of Mr. Battell. This was approved.

The clerk will up-date the list accordingly.

Signed by the Chairman

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1159 Correspondence.

Newsletters, general information and dates - These have been forwarded on arrival, as have any Play Equipment catalogues, and there were no comments from these.

Other items:-

East Lindsey has sent three up-dates to the Electoral Register, showing a total of
3 deletions and 3 creations.

1160 Planning - a) Applications - There are no new applications to report at present.

b) Decisions -

S/044/02477/21 - The Old Rectory, Torrington Lane, East Barkwith.
Single storey extension and alterations to existing dwelling to provide additional living accommodation, with supplementary details on the gates and fencing.

This has been granted subject to an archaeological report and a number of other conditions to be met before the work begins.

1161 Reports -

a) Village Hall - The regular users have now resumed their activities in full and requests for occasional bookings are building up again. The organisers of the Cycling Competition have indicated that they would like to make a refreshment stop at the Hall a fixture for their future trials and book it every year.

John and Pat Atkin have now moved from the village and the search is on for a new cleaner / caretaker.

There will be a committee meeting soon to discuss the prices for work on the kitchen and new equipment. There will also be the need to review the hiring charges in the light of the sharp rise in energy costs.

The Defibrillator session was set for 10am on Sunday, 15th May, as agreed at the last meeting. The clerk attended the hall at 9.30 to admit the 'LIVES' trainers and Cllr. Gibson arrived a short time after. By 10.15am no-one else had arrived so the session was abandoned with both the clerk and Cllr. Gibson offering sincere apologies for the wasted time. After some discussion, it was agreed that a donation to LIVES should be made from the Council, in the sum of £50, unless LIVES would prefer the purchase of a particular piece of equipment. The clerk will get in touch with Kirsty Raymond to arrange this, adding £10 offered by Cllr. Fincham.

b) Neighbourhood Watch - In the absence of Cllr. Ward, there was no report on this occasion, simply a warning to remain vigilant concerning on-line and telephone scams.

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c) Play Area - There will be a committee meeting after the Jubilee celebrations to organise the annual cleaning day and some maintenance tasks. This will incur costs for work on the tiles under the swings and replacement of the cradle swings, the figures to be obtained by the next Council meeting. Cllr. Wilson wished to thank all those who assisted with the work and the regular inspections of the Play Area.

d) Countryside Committee - Cllr. Wilson wished to thank Eric Brady and the team for their work in maintaining the Parish Field and the verges and for monitoring the various bird boxes. A total of 800 Snowdrops have been transplanted into the village areas, thanks to the thoughtfulness and generosity of the new owners of the Old Rectory.

Regular grass-cutting has begun in East Barkwith and the Chairman will contact Mr. Steve Champion to see whether he will again attend to the needs in West Barkwith. Cutting on the Village Green has again been delayed to allow the plants to set seed.

Eric Brady is managing to work with the existing tractor mower for the time being but it has needed a new belt and is heavy on fuel. Gavin is still waiting for his consignment of new machines at Greenstripe but will be in touch as soon as they arrive.

The subject of the proposed Community Garden was deferred to the next meeting, when Cllr. Scott can make her report.

e) Dog Watch - There has again been some fouling in the Churchyard. It is not regular, so may be associated with a visitor to the village.

A resident has requested an additional bin on the Louth Road and the possibility is being investigated.

f) History Group - The group has finally been able to resume its meetings and is open to new members. It is hoped to organise a Detector Day when the Jubilee events are over.

g) Jubilee - The arrangements are well in hand, with a final committee meeting to be held shortly, if necessary, to complete the details.

The Beacon Ceremony will take place on the Thursday (2nd June) and a donation of £100 has been promised towards the cost of this.

The Friday and the Saturday morning will be used for gathering the equipment and setting the hall and car park so that the Village Party can begin at 3pm on the Saturday afternoon. This is expected to conclude at about 7pm, after which there will be further entertainment at the Crossroads for those not ready to end the evening.

Most of the packing down will be done on the Saturday evening, with the final clearance on the Sunday morning. So far, there has been sponsorship for the party to a total of £1,050 and the beer (for a complimentary drink) has been donated. Further drinks will be available at the pay bar on the day. The application has been made for the TEN Licence for this.

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East Lindsey have invited applications for a Community Grant of up to £1,000 towards the cost of marking the Jubilee, but they prefer to see some form of permanent commemoration. After some discussion, it was agreed to look at the costs of replacing the clock on the outside of the Village Hall. This had been erected to mark the Silver Jubilee and the motor has now failed beyond economic repair. Preliminary checks showed a price range between £800 and £1,000. The clerk was authorised to proceed with the application as soon as possible as there is a time limit, with the final purchasing decision to be made when the detailed information is available and the application has been decided.

1162 Amenities -

a) War Memorial - There has been an estimated revaluation figure of £75,000 which has been notified to BHIB for incorporation into the new premium figure now due.

The winter plants will be removed shortly and the summer ones installed.

b) Bottle Banks - Following the Crossroads offer to host the bottle banks again, the clerk contacted East Lindsey. The response was that they could reinstate them in a few weeks but this would be for a short while only as they were planning to arrange a kerb-side collection service in the autumn, after which all bottle banks would be removed. Both the Crossroads and the Council members were consulted and it was agreed to withdraw the request for the return of the containers but to review the situation later in the year if the collection service had not begun.

1163 Highways -

The bent guard rails which have been blocking the footpath opposite the Crossroads have finally been replaced.

The latest report from the Speed Camers has been circulated. It was noted that an occasional incidence of markedly high speed might be due to the passage of an emergency vehicle but it is not possible to distinguish this from any other vehicle. The report will be sent to the local police in the usual way so that they can assess the best times to carry out their own checks for enforcement action. It has been suggested that a larger sign could be more effective in curbing the speeds but this is likely to need a much bigger budget for its purchase and management.

Thanks were due to Neil Battell for all his work on analysing the camera results and preparing the reports. It is hoped that he might be persuaded to continue these tasks on a voluntary basis until there is someone else with the necessary skills.

1164 Finance -

a) Receipts - The Precept was paid into the bank by direct transfer in the erroneous sum of £10,000. At first there was a request for repayment of the excess but this was withdrawn with the information that the full £10,000 would be called back and then the correct £9,300 would be paid. The Council's bank would be in touch to confirm this.

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Unfortunately, the bank system issued the wrong letter for that confirmation, resulting in confusion and extra work for the clerk. The situation was resolved and the recall process will now be completed quickly to enable the correct precept to be paid. Additionally, the matter of the bank's wrong letter was raised with the complaints department as a result of which there will be a payment into the account of **£30** in compensation for the anxiety and time taken plus **£6** for a little over one hour in telephone call charges.

There has been a sale of donated scrap metal raising **£70** for the Play Area capital fund.

b) Bills - The following items had been approved for payment at the due date or on receipt of invoice, using the CARD where necessary:-

Payee - For	Cheque no.	Net	VAT	Total
Running Imp - Jubilee Mugs	CARD	£85.34	£55.06	£330.34
Party Delights - Balloons and Gas	CARD	£90.64	£18.13	£108.77
Running Imp - Flags & Bunting	CARD	£104.75	£20.95	£125.70
Viking - Inks for flyer printer	000919	£65.00	£13.00	£78.00
Mark Woodcock - Grass-cutting	000920	£66.00	-	£66.00
GoDaddy - Web-site Renewal	D. Debit	£95.88	£19.18	£115.06
Party Delights - Table Covers	CARD	£43.27	£8.65	£51.92
Bright Side - Plastic 1pt Glasses	CARD	£19.96	£3.99	£23.94
George Lodge - Tractor Belts	CARD	£21.18	£4.24	£25.42
Also due now -				
BHIB - Insurance	000921	£604.62	-	£604.62
S. C. Warren - Internal Audit	000922	£100.00	-	£100.00
Eric Brady - Tractor Fuel	000923	£32.17	£6.43	£38.60
LIVES - Donation	000924	£60.00	-	£60.00

And in June -

Various payments for the entertainment and food supplies at the Jubilee Party, as outlined in earlier briefings.

The clerk's Salary, for the first quarter of the year, will be due at the end of June. The total figure will be £1,092 with the PAYE tax element yet to be calculated.

Mark Woodcock has confirmed that his hourly rate for grass-cutting is remaining at £11.00 for this season and will continue to be billed at intervals through the year. There will also be intermittent fuel bills and routine maintenance costs for the mowers.

It was agreed that all these payments were approved and should be made as they arise.

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c) **Audit Matters** -

- i) Accounts The year-end accounts documents were completed and referred to the Internal Auditor. Her report has now been received and circulated. Also attached were the Bank Reconciliation and Analysis of the Reserves, together with the remaining documents for the Annual Return. There were no questions arising and the documents were formally accepted.

- ii) Certificate of Exemption The spreadsheets for the Income and Expenditure, to the end of the financial year, were circulated. The Income sheet shows the Precept figure as £8,500 and all Other Income as £2,375, giving a rounded total of £10,875. The Expenditure figure totals £7,370. These figures have been entered on the Declaration of Exemption form, also circulated, for the Annual Return. Both are below the £25,000 limit and the council meets the other conditions listed. It was agreed that the council is eligible for exemption and the form was approved for signature by the chairman and subsequent submission to the External Auditor.

- iii) Annual Governance Statement - Copies were circulated and it was agreed that the council met all the conditions in each area of responsibility. The item on trust funds was not applicable as there are none. It was agreed that the form should be so completed by the clerk and signed by the chairman.

- iv) Statement of Accounting - Copies were circulated and reviewed. The entries on the Statement were confirmed as correct and it was agreed that the form should be signed by the chairman.

- v) Period of Inspection - Residents who wish to inspect the accounts and associated documents, will be able to do so by arrangement with the clerk between 13th June and 22nd July. A notice will be placed on the board and with the accounting documents on the web-site.

1165 **Any Other Business** - There was no other business and the meeting closed at 8.50pm.

Signed by the Chairman