

East and West Barkwith Parish Council

Annual Parish Council Meeting

Final Report on the E-meeting held with the notional date of 5th May, 2021

Contributing: Mr. A. Platt, Mr. J. Stamp, Mr. C. Wilson, Mr. D. Ward, Mr. N. Battell, Mrs. T. Brady, Mr. C. Fincham and Mr. N. Gibson.

It had been agreed at the July 2020 meeting that, due to the current Coronavirus situation, the council's business will continue to be conducted by e-mails, with a notional date for the confirmation of the details.

1101 Election of Chairman - There being no other nominations, Cllr. A. Platt was duly elected to serve a further term as Chairman.

1102 Election of Vice-Chairman - There being no other nominations, Cllr. J. Stamp was duly elected to serve a further term as Vice-Chairman.

1103 Apologies - Cllr. Breckons has tendered her resignation from the council, due to the on-going pressures of work and professional studies. This creates a vacancy for East Barkwith. East Lindsey has been notified and the process of finding a successor has begun. It was agreed that the clerk should write to Ms. Breckons to thank her for her service over the past five 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 will be confirmed by mid-May.

1104 The Report from the meeting of 18th March was circulated by e-mail on 29th March, bringing no further comments. It was approved for signature at the next physical meeting.

1105 The current list of Representatives was circulated. Cllr. Breckons' 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. The clerk will up-date the list accordingly.

1106 The most relevant correspondence has been forwarded as it arrived.

East Lindsey has sent an up-date to the Electoral Register, showing 3 creations.

1107 Planning - a) Applications - There are no new applications to report at present.

Signed by the Chairman

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b) Decisions -

S/044/00405/21 - Land off Louth Road, East Barkwith.

Section 73 Application in relation to information required by the designated conditions on previously approved application ref. S/044/01192/18. This has been granted.

There was no further information on the Parish Emergency Plan at this stage.

1108 Reports -

a) Village Hall - The new rear doors have been fitted and signs replaced where necessary. The hall will be permitted to re-open from May 17th but the regular users have indicated that the restrictions still in force make their meetings impossible so they are unlikely to return until after their normal summer break. There are currently no other bookings. Fortunately, the government funding will be sufficient to support the loss of income and any on-going bills for the time being.

b) Neighbourhood Watch - The PCSO has visited Cllr. Ward at the shop on a regular basis but there has been no recent criminal activity to report. However, now that the old garage site on Lincoln Road is being developed, there has been a request for the speed limit zone to be extended further outside the village and this is being considered. It was agreed that the clerk should write to offer the support of the council for this proposal.

c) Play Area - There was no report on this occasion.

d) Countryside Committee - The Grass-cutting agreement has been signed, sent and acknowledged. The only remaining formality is for the clerk to send the insurance confirmation after the policy is renewed at the end of May.

East Lindsey have supplied, free of charge, the litter-grabbers, waste bags and hoops needed by our regular litter-pickers. This left the Hi-vis vests and gloves to be obtained from Viking, so the total cost has been limited to just £22.90.

The clerk will keep a register of those who volunteer to assist the council so that insurance cover is maintained. Cllr. Stamp has volunteered himself and his son, Thomas, and other names will be added shortly.

e) Dog Watch - There was no report on this occasion.

f) History Group - There was no report on this occasion.

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1109 Amenities -

a) War Memorial - The Union Flag was flown at half mast until the day after the funeral of HRH Prince Philip, with a notice on the pole as to the reason. To maintain 'Covid Safety' a loose-leaf system has been prepared for contributions to a Book of Condolence. The guidelines from LALC and others indicate the book should be retained in the community when it is complete. Sheets for writing contributions are available in the Shop, the Church, and from the porch at the clerk's home and should be returned there when complete. The clerk is preparing a suitable binder to hold them. Councillors were asked to make parishioners aware of this whenever possible.

At present, the War Memorial is valued at £36,000 for Insurance replacement purposes but this is now likely to be a serious under-estimate due to sharp rises in the costs of both materials and skilled labour. Mr. S. Andrews, the stonemason who has worked on it in the past, has been asked to give his opinion on the current cost of replacing it should the need ever arise.

b) Web-site - There was no report on this occasion.

c) Bottle Banks - These have now been removed from the Crossroads by East Lindsey, in preparation for the proposed re-opening on April 30th. The council's concerns regarding the suggested re-siting in the Village Hall car park were relayed to East Lindsey but their response showed that they would be unable to help in any way with the maintenance of a safe and tidy site. Their comments have been relayed to councillors and the opinions returned so far are still that the problems and costs of looking after the site should not be carried by the local community alone and that these disadvantages outweigh the benefits of keeping the facility in the village.

There has been a suggestion that the containers might be sited at the village hall within a compound fitted with a combination lock in order to make it available to local residents only. However, it is probable that East Lindsey would not wish to consider anything which does not allow full public access as it is the whole District which contributes to the cost of providing and emptying the containers. East Lindsey simply does not wish to include care of the sites in their overall costings.

It is understood that East Lindsey may now have begun to consider the possibility of introducing kerb-side collection of glass along with other recycling. The clerk will convey the council's comments to East Lindsey, including support for kerb-side collection.

1110 Highways - The work on the Willingham Road and Lincoln Road Bus Shelters is finally complete with new windows and repairs to the woodwork and roof tiles.

The County Council officer has inspected the area at the outer end of Torrington Lane and has agreed that it does meet the criteria for the installation of an 'official' Grit Bin. The small grit bin has been re-sited near the churchyard and County has now put a larger one in place.

Cllr. Bradwell (County Council) has agreed to take up the cause of the Church Path and has been given full details of the situation.

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The Speed Camera is fully operational. Cllr. Battell has offered to monitor and analyse the details gathered and now has the program for this.

1111 Finance -

a) There have been no receipts at this stage but the Precept payment should be recorded in the Bank Statement which is due shortly.

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
Viking - Litter-picking & Stationery	000889	£85.34	£17.07	£102.41
BHIB - Insurance	000890	£494.85	-	£494.85
Mark Woodcock - Grass-cutting	000891	£66.00	-	£66.00
S. C. Warren - Internal Audit	000892	£100.00	-	£100.00

The web-site renewal fee was paid by Direct Debit at the beginning of May, at £83.88 plus £16.78 VAT, giving a total of £100.66.

The invoice for the renewal of the insurance had been quoted at £494.85 for the coming year, an increase of just £5.24 since last year, which was approved, as above.

The review of the figures for the War Memorial is not yet ready, so the premium is to be paid at the rate quoted in order to maintain the cover, with any adjustment to be made as soon as the details are known.

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 deduction 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 these bills should be paid as they arise.

c) The general part of the Asset List has been up-dated to include the Camera Sign, the extra Owl and Bat Boxes, the additional Grit Bin and an up-rating of the replacement value of the Parish Field. (Other land values will be reviewed during the course of the year). A copy was circulated and was approved by the meeting.

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d) Audit Matters -

i) 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 £8,520 and all Other Income as £2,220.76 giving a rounded total of £10,741. The Expenditure figure totals £13,610. These figures have been entered on the Declaration of Exemption form, also attached, 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.

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.

ii) Annual Governance Statement - Copies were circulated and it was agreed that each question could be answered 'Yes', except for the item on trust funds as there are none. It was agreed that the form should be so completed by the clerk and signed by the chairman.

iii) Statement of Accounting - Copies were circulated, along with the report from the Internal Auditor. The report was accepted and the entries on the Statement were approved by the meeting. It was agreed that the form should be signed by the chairman.

iv) 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 21st June and 30th July. A notice will be placed on the board and with the accounting documents on the web-site.

1112 Next Meeting - The mandate for remote meetings expired on 6th May and the legal challenge reported by NALC was unsuccessful. Therefore the next council meeting, due in July, will have to be in the Village Hall.

Annual Parish Meeting - This Public Meeting is supposed to be held by the 1st June each year. The Covid situation resulted in legislation allowing it to be cancelled for last year, but this has not been renewed for this year so the meeting must take place at the due time unless there is a very good reason for any delay. However, the guidance from LALC indicates that it is highly unlikely that there would be any repercussions should the council wish to postpone the meeting until after all the restrictions have been lifted in late June. This would suggest a date at the end of June or early in July, to be fixed when the conditions are clearer. There were concerns that many, both councillors and residents, might still be uneasy about such a meeting. The consensus was to wait until nearer the time, when the general situation and the extent of the remaining regulations are better known.

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Death of HRH Prince Philip - The Union Flag has been flown at half mast at the Village Hall from the day of the announcement until the day after the funeral.

Residents are being offered the opportunity of expressing their condolences on the death of Prince Philip on individual sheets to be gathered into a loose leaf album. These will be available for collection and return via the Shop, the Church and the porch at the clerk's home, thus minimising contacts. Guidance on local arrangements suggests that such books should be retained in the local community. Councillors were asked to spread the word on the arrangements.

Defibrillator - There have been requests for a training session in the use of the defibrillator machine. This can probably be arranged through the LIVES organisation once the Covid restrictions have been lifted. Cllrs. Stamp and Gibson have said they would wish to attend the event. Invitations to others who may be interested can be issued once a date can be set.

There were no other matters for consideration.

Signed by the Chairman