

# Washingborough Parish Council

Washingborough Community Centre - Thursday 16<sup>th</sup> May 2019 at 7.30pm  
(preceded by Public Forum at 7.20pm)

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## AGENDA

Public Forum to begin at 7.20pm – to include the reports / introductions from District and County Councillors

1. Completion of Election Expense Forms, Declarations of Acceptance, Declarations of Interest and Dispensation Request Forms from All Councillors
2. Election of a Chairman and receive the Declaration of Acceptance of Office
3. Election of a Vice Chairman
4. Appointment of the Finance & General Purposes Committee and the respective Chairman and Vice Chairman
5. Appointment of the Staffing Panel and the respective Chairman
6. Appointment of a representative to Community Centre
7. Appointment of a representative to Highways
8. Confirmation of the continuation and appointment of representatives to outside bodies
9. In accordance with the Localism Act 2011, to receive:
  - a. apologies and reasons for absence
  - b. declarations of interest
  - c. applications for dispensation
10. Notes of the last Parish Council meeting held on the 18<sup>th</sup> April 2019 to be approved as the minutes
11. Clerks Report
12. To discuss matters raised at the Public Forum (*held at 7.20pm*)
13. To receive reports etc and resolve any recommendations:
  - a. Community Centre
    - i. To sign the Service Agreement for the provision of the Licensed Bar
    - ii. Condition of the Community Centre, following a recent booking
  - b. Highways
    - i. Proposed footway/cycle path along B1190
  - c. Social Media
  - d. Police Report
  - e. Twinning Association
  - f. Playing Fields and Sporting Facilities
    - i. To discuss holding the HBW annual football tournament on a two or three-year rota to allow the pitches a recovery period and if an appropriate charge should be levied

14. To receive the Annual Receipts Analysis and Payments and the Earmarked Reserves for the Financial Year 2018/19
15. To sign off the Annual Governance and Accountability Return 2018/19 Part 3 2018/19
  - a. Section 1 – Annual Governance Statement 2018/19
  - b. Section 2 – Accounting Statements 2018/19
  - c. To agree the dates for the Notice of Public Rights and Publication of Unaudited Annual Governance and Account ability Return
16. Planning matters:
  - a. To consider applications received:
    - i. 19/0576/TCA: The Rectory, Church Hill – Fell trees x 5; 1 x crown lift; 1 x crown reduction
    - ii. 19/0593/TCA: 1 Church Hill – Fell trees x 2
  - b. To note decisions on previously considered applications:

Approved: 19/0252/HOUS	30 Canterbury Drive
19/0163/HOUS	55 Fen Road
19/0403/HOUS	5 Oak Hill
19/0269/HOUS	37 Fen Road
17. To discuss and resolve the following items:
  - a) Invite to 30<sup>th</sup> Anniversary of the Washingborough Detachment Hut
  - b) Lease details and paperwork regarding changes to the Tenant of the Telecommunication Mast
    - i. Heads of Terms – Group 2B Lease by Reference – Surrender & Regrant
    - ii. Deed of Surrender
    - iii. Original Agreement, date 31<sup>st</sup> July 2001
    - iv. New Lease by Reference
  - c) Reply to Councils request for a meeting with Lincolnshire Road Safety Partnership and the offer of a new speed survey
  - d) To continue with and adopt, in full or part, the new Code of Conduct from North Kesteven District Council and if agreed, the implementation date
  - e) For the clerk or Chairman to attend Code of Conduct training offered by NKDC on 18<sup>th</sup> July 2019
  - f) Declarations of any Gifts or Hospitality received
18. Financial Matters:
  - i. To receive and approve the payment schedule
  - ii. To receive Unity Trust Bank – Balance of Account as at 30<sup>th</sup> April 2019
  - iii. To receive NS&I Account Statement 1<sup>st</sup> Jan 2018 – 31<sup>st</sup> Dec 2018
  - iv. To receive Accounts/Budgets – April 2019
  - v. To approve the following suppliers/contractors to be paid by BAC's:

Escape Washingborough - Youth Club
Grundy Agricultural – Vehicle Maintenance etc
Ricoh – Photocopier
B Knight & Son – Fencing etc
David St Pier – IT equipment/service etc
ESPO – Cleaning Materials, Stationery, office equipment etc
LALC – Training, Annual Subs
Glendale – Grass cut (Chapel Park)
19. Correspondence
  - a. For discussion: None to date
  - b. For information:
    - i. NKDC: Community Infrastructure Levy – Guidance for Local Councils
    - ii. Branston Parish Council: Fly Posting

20. To resolve to move into closed session (*Public Bodies (Admission to Meetings) Act 1960*)
21. To approve payroll payments
22. Report from Staffing Panel