

Washingborough Parish Council

Notes of the Annual Parish Council Meeting held on Wednesday 18th May 2022 at 2pm.

Present:

Cllr Mrs J Aspinall Chairman (for Item 1 only)
Cllr G Kent Chairman (from Item 2 onwards)
Cllr R Clark
Cllr R Harrington
Cllr Mrs L Simons

In Attendance: Miss K Broddle (Parish Clerk)

Also Present: Cllrs Tinsley and Goodwin (NKDC) and a representative from DevComms.

Localism Act 2011 requirements

Apologies were received and the reasons resolved from Cllr Mrs Bland, Cllr Mrs Whip, Cllr Fothergill and Cllr Peck

Declarations of Interest received - None

Applications for Dispensation - None

Public Forum - None

Report from NKDC - Attached

Report from LCC – Cllr Cawrey was unable to attend the meeting but had asked if there were any Highways issues that we needed to bring to her attention. The following are issues raised:

Fen Road – poor surface

High Street – stop sign at the bottom (at junction with Main Road) is very faded.

Pitts Road/Sheepwash Lane/Washingborough Road/Canwick Road – is this junction still under review regarding accidents.

01. Election of a Chairman – Cllr Kent was elected as Chairman and the Acceptance of Office was signed.

02. Election of a Vice Chairman - Cllr Mrs Aspinall was elected to the position of Vice-Chairman.

03. Appointment of the Finance & General Purposes Committee.

It was proposed, seconded and resolved to appoint the following:

Cllr Mrs Simons (Chairman)

Cllr Mrs Aspinall

Cllr Mrs Bland

Cllr Fothergill

Cllr Kent

Cllr Peck

04. Appointment of the Staffing Panel and the respective Chairman.

It was proposed, seconded and resolved to appoint the following:

Cllr Clark

Cllr Mrs Whip

Cllr Harrington

The Chairman for the panel will be agreed at their first meeting.

05. Planning Group.

It was proposed, seconded and resolved to dissolve this group.

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Initials:

06. Appointment of representatives to a Highways Group.

It was proposed, seconded and resolved to dissolve this group.

07. Confirmation of the continuation and appointment of representatives to outside bodies.

It was proposed, seconded and resolved to appoint the following:

Four Parishes - Cllrs Mrs Aspinall and Harrington.

Washingborough Garretts - Cllrs Mrs Whipp and Kent.

Pike and Eure - Cllr Mrs Bland.

08. Declaration of any Gifts or Hospitality.

Councillors present, declared that no gifts or hospitality has been offered or accepted.

09. Declarations of Pecuniary and Other Interests.

All Councillors were reminded that any changes to their circumstances that may affect their Interests must be included on the DPI. The clerk will send out the current forms for Councillors to update accordingly.

10. Draft notes of the Parish Council meeting held on the 21 April 2022 were proposed, seconded and Resolved approved for signature as the minutes.

11. It was proposed, seconded and resolved to move forward agenda item 17ai (planning application 22/0362: Land at Lincoln Road & Ferry (erection of new food store (use class E). Washingborough Parish Council do not wish to comment on this application.

12. To Discuss matters raised at public forum – none

13. Clerks Report:

a. Update from Anglian Water New Sewer Pipe:

Options for the route of the pipe are still being looked at, further surveys may be needed, archaeological digs may be required along the route and timing for installation will not be before spring 2023.

b. The scarecrow festival 2022 will run from 24th – 30th August, an article will be in Sheepwash Times and the dates are being advertised on social media, website and via posters.

14. Annual Governance and Accountability Return (AGAR) for the Financial Year 2021/22

a. The internal audit report (AGAR page 3) was proposed, seconded and resolved.

b. AGAR Section 1 Annual Governance Statement was proposed, seconded and resolved.

c. AGAR Section 2 Accounting Statements were proposed, seconded and resolved.

d. The Public Rights and Publication of Unaudited Annual Governance and Accountability Return dates of the 13th June – 22nd July 2022 were proposed, seconded and resolved.

15. The internal auditors report sections 1-5 and 7 and recommendations were noted

16. The following items were resolved as stated:

a. Request from the Netball Club to use the training area – it was proposed, seconded and agreed, in principal to this request with the following conditions: the area used is rotated, use begins after the Jubilee event and grounds man is happy that the area is not being overused and has the final say.

b. The request from The Outdoor Project to use an area of the playing fields for holiday club activities was discussed, it was agreed that this was a possibility but sole use is not possible, the grounds man needs to be consulted and a site visit by the group to discuss full requirements, costs and constraints must take place.

c. Updates from Working Parties:

i. Play Park Upgrade – the first site visit has taken place and work on the project will start week commencing 13th June and will take up to 4 weeks. The Pavilion will be used for storage and con-

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tractor use. The site will be fenced off for security. Skips will be used but removed as soon as possible. The safety inspection will give a verbal report, followed by a written one. Bark chippings will be needed, for the multi-play and this is the responsibility of the Parish Council.

- ii. Jubilee Celebrations – advertising is now in place and the organisation of the event is very near. Cllrs were asked to help out at and after the event.
- iii. Review & Production of Policies – a meeting is scheduled for 30th May.

17. Planning Matters.

a. Applications received:

22/05864: 30 Main Road– change of use of proposed outbuilding to a micro bakery. It was proposed, seconded and resolved that Council do not wish to make any comment on this application.

2/0633: 10 Enderby Close – two storey side & single storey side and front extension. It was proposed, seconded and resolved that Council do not wish to make any comment on this application.

b. To note the following decisions from NKDC, on the following applications received:

Planning ref no.	Address	Decision
22/0202	14 Cliff Lane	Approved
22/0159	2 Grosvenor Mews	Approved

c. To note decisions on application comments returned under Clerks delegated powers:

Planning ref no.	Address	Comment
22/0331	7 Pynder Close (Garage conversion)	No comments
22/0556	10 Cromwell Close (rear extension)	No comments
22/0593	Pitwood House, Park Lane (work to trees subject to TPO)	Replacement trees should be planted.

18. Financial matters:

- a. The payment schedule was proposed, seconded and resolved and the salaries etc were noted
- b. The accounts/budget for April 2022 were noted.
- c. The Unity Trust Bank balance of account as at 30th April 2022 was noted
- d. It was proposed, seconded and resolved to continue with payments as follows:
 - i. Variable direct debit amounts (see attached)
 - ii. Variable Bac's amounts (see attached)

19. Under the Public Bodies (Admission to Meetings) Act 1960 it was proposed, seconded and resolved to move into closed session for the following item:

20. Section 6 (Risk Management – Grants) of the Internal Auditors Report:
 All applications for grants must be accompanied by the relevant documentation (e.g. accounts, invoices) to prove that the grant is being used appropriately by the applicant.
 Any grant that does not meet this requirement should be refused and if a grant has been made historically then the Council must request the relevant paperwork or reclaim the monies. It was proposed, seconded and resolved for Council to follow this procedure.

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Initials:

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There being no other business the meeting closed at 4pm.

Signature.....

Variable Direct Debits 2022/23	
NKDC	None Domestic Rates
ESPO	Gas Supply
Total Energies	Electric Supply
Wave (Anglian Water)	Water Rates
Public Works Loan Board	Pavilion Loan
XLN Telecom	Telephone & Braodband
NEST	Pension Contributions

Bac's Payments	
Staff	Salaries
HMRC	NI & Tax
Local Government Pension Fund	Pension Contributions
NKDC	Bin Collection, Licences, etc
ESPO	Cleaning Materials, stationery, office requirements, etc
LALC	Subscriptions, Training, etc
Sharp Shine	Window Cleaning
Mr D Pier	IT Services
E-on	Christmas Tree Dressing & Lighting
Citron Hygiene	Sanitary Hygiene
Origin Amenity	White Line Marker
Chandlers	Tractor Fuel
HSA Fire	Fire Protection
Selmec	Electrics
JKBS	Gas & Water Maintenance
ADT	Security Alarm
R Popplewell	Audit Services
PPL/PRS	Music Licence
Doddington Farms	Christmas Tree
Wickstead	Play Equipment Annual Check
Glendale	Grass Cutting

District Councillors' Report
Heighington, Washingborough & Canwick
May 2022
Covid

Data as at date shown:

- England 133 positive tests per 100,000 (5 May)
- Heighington area 148 (30 Apr)
- Washingborough & Canwick area 226 (30 Apr)
- 92% of adult population (12 and over) have had 1st dose
- 86% have had 2nd dose
- 68% have had the Booster jab.

Ukrainian Refugees

As at 28 Apr 22, 150 Ukrainian refugees have been settled in Lincolnshire in temporary homes provided by 70 sponsor families. At present, sponsors are responsible for finding their own refugees through personal connections or through appropriate charitable organisations. Separately, NKDC is represented on the multi-agency countywide Ukraine coordination group which supports refugees' access benefits, school registration, healthcare, language assistance and familiarisation with the local area.

Fix My Street

A reminder that the most effective way to report issues is through the website at www.fixmystreet.com. However, the site is not solely for reporting potholes, it can be used to report graffiti, damaged road barriers, faulty street lights and more.

Council Tax Energy Rebate and Scams

NKDC is in the process of distributing the £150 rebate to 47,000 eligible households in North Kesteven. Those who pay Council Tax by Direct Debit will have the rebate credited directly to their bank account. Those without Direct Debits will be contacted by letter with details of how to claim. The deadline for rebates to be paid is the end of September but it is anticipated that NKDC will fulfil this remit well before that date. Residents should be aware that scammers may well attempt to defraud money out of unsuspecting people using the Council Tax Rebate as a front. Please be extremely cautious if you receive an unexpected approach regarding the Rebate and, if in doubt, call NKDC Customer Services before divulging any personal or banking details. If residents receive a text message which they believe to be fraudulent, the text can be forwarded to 7726 which is a free reporting service provided by phone operators.