

UNAPPROVED NOTES OF THE ANNUAL MEETING OF GREETWELL PARISH COUNCIL  
HELD ON MONDAY 15 MAY 2023 IN THE SADBROOKE VILLAGE HALL

PRESENT: Councillors Mrs Sarah Bates (Chair), Ms Sue Pullen, Vernon Stuffins,  
Mike Taylor, Chris Thatcher,  
Clerk Mrs Christine Myers

13 – 2023/24 ELECTION OF CHAIRMAN OF THE PARISH COUNCIL FOR THE YEAR 2023/24  
AND SIGNING OF THE DECLARATION OF ACCEPTANCE OF OFFICE AS CHAIR

That Councillor John Taylor be elected Chairman, proposed by Councillor Mike Taylor, seconded  
by Councillor Ms Sue Pullen and Resolved.

The Declaration of Acceptance of Office to be signed at the June meeting of the Parish Council  
due to Councillor John Taylor not being in attendance at this meeting.

14 – 2023/24 ELECTION OF VICE CHAIR OF THE PARISH COUNCIL FOR THE YEAR 2023/24  
AND SIGNING OF THE DECLARATION OF ACCEPTANCE OF OFFICE

That Councillor Mrs Sarah Bates be elected Vice Chair, proposed by Councillor Mike Taylor,  
seconded by Councillor Vernon Stuffins. The Declaration of Office for Vice Chair was duly signed.

15 – 2023/24 TO SUSPEND THE MEETING TO ALLOW FOR PARISHIONERS ITEMS AND  
RESUME THE MEETING AFTER THIS ITEM

A report had been made to the Parish Council that the Refuse lorry could not get round Westfield  
Avenue roundabout due to the number of vehicles parked in the vicinity.

A resident had offered to organise a Junior Litter Pick on 30<sup>th</sup> May 2023. Members had no  
objections to this but indicated that it must be stressed to the parents that they had to have control  
of the youngsters at all times. Clerk to prepare Risk Assessment.

16 – 2023/24 TO CONFIRM THAT ALL ELECTED COUNCILLORS HAVE SIGNED APPLICABLE  
FORMS

All newly elected members had signed their Declaration of Acceptance of Office. Register of  
Interest and Receipt of Code of Conduct forms were being completed ready for forwarding to  
WLDC.

17 – 2023/24 TO RECEIVE APOLOGIES AND REASONS GIVEN

Apologies received from Councillor John Taylor and DC Maureen Palmer. That the reasons given  
be accepted unanimously Resolved.

18 – 2023/24 TO RECEIVE DECLARATIONS OF INTEREST ON ANY ITEM ON THE AGENDA

None declared.

19 – 2023/24 CO-OPTION OF MEMBER TO PARISH COUNCIL

Item deferred until June meeting.

20 – 2023/24 NOTES OF MEETING HELD ON 3 APRIL 2023 TO BE APPROVED AND SIGNED  
AS MINUTES

That the notes be signed as minutes proposed by Councillor Vernon Stuffins, seconded by Councillor Mike Taylor and Resolved.

#### 21 – 2023/24 TO REVIEW THE FOLLOWING:-

- A Standing Orders – Reviewed without amendment
- B Financial Regulations – Reviewed without amendment
- C Councils Complaints Procedure – deferred due to LALC producing updated template
- D Publication Scheme – Reviewed without amendment
- E Media Policy – Reviewed without amendment

#### 22 – 2023/24 TO APPOINT MEMBERS WITH RESPONSIBILITY FOR THE FOLLOWING

- A Defibrillator weekly inspection – Councillor John Taylor.
- B HR/Staffing – Two members – To give delegated authority to the appointed members to deal with any staffing members - That Councillors Ms Pullen and Mrs Sarah Bates have delegated authority to deal with Staffing Matters unanimously Resolved.
- Ci Grass Cutting/Grounds maintenance – Councillor Mike Taylor
- Cii To consider giving delegated authority to the appointed member to authorise additional cuts as necessary – That Councillor Mike Taylor have this authority unanimously Resolved.

#### 23 – 2023/24 COUNTY/DISTRICT COUNCILLOR'S REPORTS

None received.

#### 24 – 2023/24 POLICE MATTERS

Inspector Head had notified the Parish Council that there had been one vehicle crime in North Greetwell between 7.3.2023 and 26.4.2023.

#### 25 – 2023/24 CORRESPONDENCE AND REPORTS

- A Correspondence received since last meeting \*Sent to resident's email list

3.4.2023 - LALC Weekly E News

6.4.2023 - Latest news from the ICO

12.4.2023 - Lincolnshire Pension Fund - Local Pension Board Employer Representative - nominations required

\*14.4.2023 - Notification of temporary Traffic Regulation Order 8 -13 May for works to new Puffin Crossing

\*14.4.2023 - Bus Information update

\*14.4.2023 - Nettleham Medical Practice Spring newsletter

\*19.4.2023 - LCC Highways News

19.4.2023 - Notification of Adoption of the Central Lincolnshire Local Plan

19.4.2023 - Notice of WLDC Funding

24.4.2023 – LCC Notice of Public Rights of Way cutting programme April 2023

\*24.4.2023 - Notification of temporary traffic regulation Order – Nettleham/North Greetwell TTR003719 – Anglian Water

\* 25.4.2023 - LCC Highways update

26.4.2023 - Lincolnshire Police Crime figures for Greetwell and neighbouring villages 7.3.23 – 26.4.23

2.5.2023 - LALC E News

2.5.2023 - LALC Training Bulletin – April 2023

2.5.2023 – Website maintenance update

2.5.2023 - ICO Toolkit on Vexatious request

- \* 3.5.2023 - LCC Highways News
- 4.5.2023 - News from the ICO
- 5.5.2023 - LALC Management Committee nomination

It was agreed that regular items of correspondence need not be included on future lists.

B Street furniture on bypass – There was nothing further to report on this matter. Members agreed that it should be removed from the agenda and only discussed if it was brought to the attention of the Parish Council at a later date.

C Community Speedwatch – Councillor Mrs Sarah Bates reported that the new Speed Indicator Device was now up and running, having been installed on Volunteering Day on 8 May.

D Marking of Roundels on A158 – reply to Chairmans letter – Reply stated that LCC had followed national guidance for the marking but that the site would continue to be monitored.

E Volunteering by Anglian Water – update re cutting back encroaching grass on footpath between Westfield Approach and roundabout - A date had been agreed as Wednesday 7 June and up to 10 volunteers would attend to carry out the work. They would also remove all of the contents of the flower tub at the junction of Greetwell Lane/A158 so that a membrane could be fitted.

Noted that some compost may be required to top up the tub at a later date.

F Additional section of fencing at The Chase to be fitted by LCC – Confirmed that works have been raised for the contractor to repair the fencing.

G PROW – North Greetwell to Little Cherry – rotting walkways – this had been reported to the Footpaths Officer at LCC – Reply had stated that the service standard for any essential surface repair is intentionally open ended to reflect the heavily depleted resources LCC had to work with. Options are being considered but there could be no promise of a particular outcome or timeframe.

## 26 – 2023/24 TO CONSIDER HOW TO INTEGRATE THE NEW DEVELOPMENT – GREETWELL FIELDS – WITHIN GREETWELL

Members considered a letter to all properties on the new development, welcoming residents to Greetwell, explaining the auspices of the Parish Council, the website, PC meetings, Residents email list, The Chase Play area.

A draft letter would be circulated to members prior to the Clerk delivering them.

A request had also been made to the developers to provide a noticeboard which was being considered.

## 27 – 2023/24 FINANCE

A The Chase – to ratify Chairman’s and Clerks actions in instigating repairs/replacement of fencing where necessary at a cost of £395.00 – Three quotations had been requested. One company failed to turn up to meet the Chairman; one declined the invitation to quote; Glendale price £395.00. That the Chairmans and Clerks actions in instigating repairs as a matter for safety be ratified, unanimously Resolved.

B To confirm that the Council continue to use Bacs for payments – Unanimously Resolved.

C To confirm the continuation of Direct Debit for payments to the ICO – unanimously Resolved.

D To receive the Internal Auditors Report 2022/23 – This had been copied to all Councillors and stated that all aspects of the accounts had been checked and found to be in good order. Councillor Mrs Sarah Bates extended thanks to the Clerk for the satisfactory completion of the accounts and audit material.

E To complete the Annual Governance Statement 2022/23 – This had been copied to all members in advance of the meeting. That the Parish Council had adhered to items 1 – 9 on the Statement and that 'Yes' could be applied to all boxes, proposed by Councillor Mrs Sarah Bates, seconded by Councillor M Taylor and unanimously Resolved.

F To consider and approve by Resolution the Accounting Statements for 2022/23 - All members had received a copy of the Accounting Statements in advance of the meeting. That the Accounting Statements be approved proposed by Councillor Mrs Sarah Bates, seconded by Councillor Mike Taylor and unanimously Resolved.

#### G Accounts for payment

Sudbrooke Village Hall – Room hire 15.5.2023 - £13.00

Sudbrooke Village Hall – Room hire – 5.6.2023 - £13.00

Glendale - Grass cutting - £204.73 net, £40.95 VAT = £245.68 gross

BHIB Insurance – Annual insurance premium - £556.54

Mrs C Myers – Clerks expenses – £26.50

Signs Express – Plaque for Platinum Jubilee tree - £67.36 net, £13.47 VAT = £80.83 gross

Staffing costs - £567.40

That the above payments be made unanimously Resolved.

#### H Income

WLDC - Precept - £12,264.00

#### 28 – 2023/24 PLANNING

Application 146511 - proposed two storey side extension - 23 Stocking Way – To ratify the comments forwarded to WLDC 'Greetwell Parish Council has been unable to meet formally and agree a corporate response to the planning application within the timescale given. However, under delegated responsibility the Clerk has forwarded the application to all members and those able to comment have no objections.'

That the above be ratified unanimously Resolved.

#### 29 – 2023/24 CLERKS REPORT

Nothing further to report

#### 30 – 2023/24 CHAIR'S COMMENTS

The Chair suggested that the production of a Greetwell News publication wait until there were a full complement of Councillors.

#### 31 – 2023/24 DATE OF NEXT MEETING

Monday 5 June 2023, 7.30pm, Bramham Lounge, Sudbrooke Village Hall.