

**MINUTES OF THE ANNUAL MEETING OF GREETWELL PARISH COUNCIL HELD ON  
MONDAY 13 MAY 2024 AT 7.30PM IN THE BRAMHAM LOUNGE,  
SUSBROOKE VILLAGE HALL**

**PRESENT:** Councillors John Taylor (Chair), Mrs Sarah Bates (Vice Chair), Mrs J Dimelow, Ms Sue Pullen, Vernon Stuffins, Mike Taylor, Chris Thatcher

**14 – 24/25 TO ELECT A CHAIR FOR THE YEAR 2024/25 AND TO SIGN THE DECLARATION OF ACCEPTANCE OF OFFICE**

That Councillor John Taylor be elected Chairman for the year 2024/25 proposed by Councillor Vernon Stuffins, seconded by Councillor Mrs Sarah Bates and unanimously Resolved.

Councillor John Taylor duly signed the Declaration of Acceptance of Office

**15 – 24/25 TO ELECT A VICE CHAIR FOR THE YEAR 2024/25 AND TO SIGN THE DECLARATION OF ACCEPTANCE OF OFFICE**

That Councillor Mrs Sarah Bates be elected Vice Chair for the year 2024/25 proposed by Councillor John Taylor, seconded by Councillor Mrs Sue Pullen and unanimously Resolved.

Councillor Mrs Sarah Bates duly signed the Declaration of Acceptance of Office.

**16 – 24/25 PARISHIONERS ITEMS**

None raised.

**17 – 24/25 TO RECEIVE APOLOGIES AND REASONS GIVEN**

County Councillor Ian Fleetwood, District Councillors Trevor Bridgwood, Maureen Palmer.

It was noted that it was the Annual meeting of WLDC on this evening.

**18 – 24/25 TO RECEIVE DECLARATIONS OF INTEREST ON ANY ITEM(S) ON THE AGENDA**

None declared.

**19 – 24/25 NOTES OF MEETING HELD ON 22 APRIL 2024 TO BE APPROVED AND SIGNED AS MINUTES**

That the notes be signed as minutes unanimously Resolved.

**20 – 24/25 COUNTY/DISTRICT COUNCILLORS REPORTS IF RECEIVED**

None received.

Initialled.....Chairman

Date.....

## **21 – 24/25 CORRESPONDENCE AND REPORTS:-**

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

*\*19.4.2024 - LCC Highways Survey*

*\*19.4.2024 – LCC Childhood Vaccinations Survey*

*30.4.2024 – LALC New Service Level Agreement – Website Maintenance*

*1.5.2024 – LALC Website Management Service report*

*1.5.2024 - LCC Highways News*

### **B Greetwell' s Summer Event for D Day 80 - 8 June 2024**

- i Arrangements to date** - Councillor Mrs Sarah Bates – The Road Closure had been approved and signage loaned; meetings continued with the Working Group, Greetwell News produced and delivered to advertise the event.
- ii To consider Risk Assessment for event** – This had been circulated to all Councillors. That this be adopted unanimously Resolved.

### **C Community Speedwatch – Anything to report** – Councillor Mrs Sarah Bates stated that the data from the Speed Indicator Device would be removed as soon as possible.

### **D Request for continuation of footpath from north side of A158 to link up with Nettleham – anything to report** – that the chair takes this matter up with County Councillors and MP unanimously resolved.

## **22 – 24/25 TO AGREE COUNCILLORS RESPONSIBILITIES FOR THE ENSUING YEAR:-**

**A Defibrillator Checks** – Councillor Ms Sue Pullen would undertake weekly checks on the defibrillator sited at the garage.

**B Weekly Play Area Checks at The Chase** – Councillor Mike Taylor would visually check the play equipment weekly.

**C Community Speedwatch/Removing of Data** - Councillor Mrs Sarah Bates would continue to monitor the Speed indicator Devices.

## **23 – 24/25 LAND AT THE CHASE PURCHASED BY LCC – ADDITIONAL LEGAL REQUIREMENTS**

Correspondence had been received from Chattertons Solicitors stating that the land which was previously owned by the Parish Council and compulsorily purchased by the County Council was technically a highway and the land registry had raised a query in relation to that. A statutory declaration was required to be signed by Greetwell Parish Council as the transferor of the land in order for the registration application to be completed by the Land Registry.

That Councillors John Taylor and Mrs Sarah Bates, the original signatories for the sale of the land, sign the required documentation unanimously Resolved.

Initialled.....Chairman

Date.....

**24 – 24/25 PLANNING - APPLICATION 148184 - 78 WRAGBY ROAD EAST - FIRST FLOOR EXTENSION TO REAR AND SIDE, ERECT FRONT PORCH CANOPY, AND RENDER DWELLING -TO RATIFY COMMENTS SENT TO WLDC PLANNING ‘NO OBJECTIONS OR COMMENTS’**

Ratification of the comments agreed unanimously Resolved.

**25 – 24/25 FINANCE**

**A Parish Council Insurance Wef 1.6.2024 – 31.5.2025 – To consider quotations received -** The three-year term with BHIB/Clear Insurance would cease at 31.5.2024. The renewal premium received was £704.98, an increase of over £150 from the current year.

The Clerk had sought a quotation from Zurich insurance in the sum of £437.00.

That the Parish Council’s insurers from 1.6.2024 – 31.5.2024 be Zurich Insurance proposed by Councillor Mrs Sarah Bates, seconded by Councillor Chris Thatcher.

Zurich Insurance had stated that they expected a weekly recorded visual inspection of the play equipment and an annual RoSPA inspection. Members therefore agreed that a once monthly technical inspection by EKM Ltd be carried out. Proposed by Councillor Mrs Sarah Bates, seconded by Councillor John Taylor and Resolved.

**B To confirm the Council continue to use Bacs for payments whenever possible – unanimously Resolved.**

**C To confirm the continuation of direct debit for payments to the ICO – unanimously Resolved.**

**D To receive the Internal Auditors report 2023/24 –** The Internal Auditor had found the accounts to be accurate and in good order and had signed off the Internal Auditors report for 2023/24.

**E To complete the Annual Governance Statement 2023/24 -** 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 2023/24 -** 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.

Initialled.....Chairman  
Date.....

## **G Accounts for approval/payment**

Mrs J Dimelow – plants/compost for Westfield Drive tubs = £16.49  
LALC – 3 hours Website maintenance service – Net £54.00, VAT £10.80 = Gross £64.80  
(cheque payment)  
Mrs B Solly – Internal Audit = £40.00  
Glendale – Grass cutting – The Chase - £88.26, North Greetwell – £127.42, VAT £43.13 = £258.81  
Staffing costs = £695.31  
Parish Magazine Printing – Greetwell News = £90.83  
EKM – Inspections at The Chase - £200.00 net, £40.00 VAT, £240.00 gross  
Mrs C Myers = expenses April – £30.05  
Mrs S Bates = Soil/compost for new planter on Wragby Road East - £39.00

That the above payments be authorised for payment unanimously Resolved

**H To consider approving cost of plaque for bench** - The Clerk was authorised to purchase a plaque up to a cost of £30.00

## **26 -24/25 CLERKS REPORT**

The Clerk reported as follows:-

- That WLDC were offering Parish Councils and their members a training session covering the Code of Conduct on three occasions during July. Members would notify the Clerk if they wanted a place reserving. The Clerk confirmed that she would be attending.
- That LALC was holding its summer Conference in July. She requested attendance and shared cost with Sudbrooke Parish Council. This was agreed.
- The local Police Inspector for our area had stated that he would be instructing an Officer to speak with the owner of the swimming pool regards the provision of parking for its users.
- Communication from Anglian Water received regarding an update on the Strategic Pipeline Alliance stating that it was fully committed to delivering the entirety of the project and an updated construction programme would be available in Summer 2024.
- That she would be purchasing the phone specifically for the Parish Council as agreed at a previous meeting.
- That a flyer had been included in the recent Greetwell News for the Veterinary Hospital of which she had an interest. The Veterinary Hospital had provided raffle prizes for D Day 80 in return. This was noted by members and there were no objections.

## **27 – 24/25 CHAIRMAN'S COMMENTS**

The Chairman offered to wash the white gates at the entrance to the parish.

It was noted that the Junior Litter Picks had been highly successful with the children and adults enjoying the event and also collecting a substantial amount of litter.

Initialed.....Chairman

Date.....

Page 8

**28 – 24/25 DATE OF NEXT MEETING**

MONDAY 3 JUNE 7.30PM, BRAMHAM LOUNGE, SADBROOKE VILLAGE HALL.

Signed.....Chairman

Date.....