

South Kyme Parish Council

Minutes for Ordinary Parish Council Meeting held on 17 March 2022 at 7.15 PM
at Coronation Hall, South Kyme

MINUTES

- (i) Public Session.
- What is the rationale for the precept increase? - The Chairman clarified that this was covered at the last meeting and confirmation that the budget document is published on the website.
 - Should the Precept increase not have been put to residents? - The Chairman clarified that this is not a requirement.
 - Why is the village meeting on a Thursday? - The Chairman clarified that no date has yet been set, it is still expected to be a weekend.
 - The Chairman expected the Boat Weekend is still to be the first weekend in May.
 - It was noted from a member of the public that the path along the river near the humpback bridge is particularly dangerous, can the junction be re-engineered? - The Chairman noted the comments and clarified that the ownership at that point is with Lincs County Council.
 - There was a question regarding the ownership of land on the riverbank that the Parish Council is aiming to manage on behalf of the community – The Chairman clarified it is from the road bridge to wooden bridge.
 - There was a query regarding the Morris Memorial finances as to the details of the overspend? - The Chairman clarified that there were only a few pence. A further question regarding a larger 'discrepancy' was identified by the Chairman as the VAT element of the costs due to be reclaimed.
 - The Lead for CSW raised a point of information regarding the CSW Insurance, that it was being taken on by LRSP.
- (ii) To provide responses to items raised in public session from the last meeting.
1. Queries were raised about paying the Clerk for CiLCA training. - On 24/6/2021 it was agreed to pay 50% toward CiLCA training.
 2. Why is funding so low for the Queens Jubilee? - The Council has taken public comment into account and raised funding up to £500 matched by the VH Committee and any funding pledged by the 'festival' group.
 3. Can the Accounts for Payment have a reason for the spend? - More details will be added to the report.
 4. Why are CSW reports not on the website? - When the CSW reports are received in time for the meeting, the content will be reflected in the meeting minutes. It is not the intention to publish third-party reports that may be found elsewhere.
 5. Can there be more openness on finances? - See response to item 3.
 6. Not seen the old SID for 3 months, where is it? - This comment has been taken onboard and North Kyme PC will be approached accordingly.
 7. Why are the previous years' figures incorrect in the budget document? - The figures are correct and taken from the Council's statutory financial returns to the External Auditor.
 8. Why do the income and expenditure figures for the Morris Memorial fund not balance? - The difference is due to VAT which the Council is able to reclaim.
 9. Why is the precept planning to be increased? - This was debated as part of a later agenda item which concluded that due to under-funding in previous financial years, the precept will inevitably have to be raised.
- (iii) To receive a North Kesteven District Council report from District Councillor Mervyn Head.
- District Cllr Mervyn Head highlighted that 4M displaced people from the Ukraine; public assistance should be via cash donations to the likes of DEC.org.uk; offers of living space should be through the central government scheme with local authority vetting assistance.

- (iv) To receive a Lincolnshire County Council report from County Councillor Andrew Key.
- Cllr Key provided his apologies.

Present: Cllrs Mervyn Head (Chair), Alex Alexander, Ashley Johnson, Lesley Moore, Judy Head; Dr Hannah Worden; Dermot Daly (Clerk); 12 members of the public.

Welcome and open the meeting.

- The meeting was opened at 19:38.

- 21/22/204** To receive and agree apologies for absence. - None.

- 21/22/205** To receive disclosures of pecuniary and non-pecuniary interests, pursuant to section 31 of the Localism Act 2011, and applications for dispensation from Councillors on matters considered at this meeting. - None.

- 21/22/206** To determine which items on the agenda, if any, require the exclusion of public and press under the Public Bodies (Admissions to Meetings) Act 1960 1 (2) and resolve to exclude public and press for these items.
- RESOLVED that item 21/22/234 is to be heard in closed session due to possible confidential discussion regarding staff.

- 21/22/207** To receive interest in casual vacancy, approve new Councillor position co-option and complete necessary paperwork.
- The Clerk identified one interested party for the Casual Vacancy position. It was RESOLVED that Ms Carly Clayton be recognised as a co-opted Parish Councillor. Forms will be provided to her after the meeting.

MEETINGS

- 21/22/208** To approve the Minutes of the meeting held on 27th January 2022.
- It was RESOLVED to accept the Minutes as circulated.

- 21/22/209** To approve the Minutes of the staffing committee meeting held on 24th February 2022.
- It was RESOLVED to accept the Minutes as circulated.

POLICY & PROCESS

- 21/22/210** To agree adoption of new Freedom of Information Policy.
- It was RESOLVED to adopt the Policy as circulated.

- 21/22/211** To agree adoption of new Data Protection Policy.
- It was RESOLVED to adopt the Policy as circulated.

- 21/22/212** To approve new Training and Development Policy together with associated Training Plan approach as resolved by the Staffing Committee.
- It was RESOLVED to defer the Policy as circulated specific to insurance and volunteer training.

- 21/22/213** To agree review of volunteer groups processes and insurance cover.
- It was RESOLVED to defer the matter to the next meeting.

- 21/22/214** To agree the formation of a Planning Committee, the members, and the terms of reference.
- It was RESOLVED to defer the matter to the next meeting to include the new Councillor.

PLANNING

- 21/22/215** 22/0288/PNAGR - Paddington Farm Clay Bank South Kyme - Town and Country Planning General Permitted Development Order 1995, Schedule 2 ,parts 6 and 7 - Application for prior notification of agricultural or forestry development - Erection of 700t circular grain silo in olive green - Deadline 12th March 2022
- Responded as "Due to the limited consultation time scale and a short deadline the Parish Council are unable to provide a response on this application."
- It was further noted that the incorrect address details have been brought to the attention of the LPA and have been corrected.

FINANCE

- 21/22/216** Presentation of financial accounts for the period.
- It was RESOLVED to accept the accounts as circulated.
- 21/22/217** To agree accounts for payment.
- It was RESOLVED to accept the accounts for payment as circulated.
- 21/22/218** To discuss and approve sale of 50% holding in older shared SID.
- It was RESOLVED to enter into negotiations with North Kyme Parish Council for the sale of the SID unit.
- 21/22/219** To discuss and agree any changes to banking arrangements.
- It was reported that the Clerks Online Banking facility had been approved and that the financial processes will be controlled by the Clerk as RFO from 1st April 2022.
- 21/22/220** To agree LALC membership for 2022-23.
- It was RESOLVED to remain in the membership of LALC at £150.
- 21/22/221** To agree LALC ATS membership for 2022-23.
- It was RESOLVED to join the ATS scheme with LALC.
- 21/22/222** To agree use of LALC Audit service for 2022-23.
- It was RESOLVED to use the LALC Internal Audit service at £125.
- 21/22/223** To discuss and agree year end process.
- It was noted that the year-end responsibilities are with the RFO ably supported by the Chairman for the previous year figures.

REPORTS

- 21/22/224** To receive reports for local voluntary groups and contractors as presented to the Council before the meeting.
- The CSW report was presented by the Clerk.
20:16 Meeting closed for public input regarding warning letters issues by the Police.
20:21 Meeting re-opened.
- Suggestion about using an application for plotting dog mess; New education cards to be used by the Environment Warden; Identify hot-spots; Hope to get a monthly report.

GENERAL

- 21/22/225** Confirm new councillor training for Cllr Worden and any further co-opted Councillor earlier in meeting.
- It was RESOLVED to approve the new councillor training for Cllrs Worden and Clayton and any others who have not yet completed it.
- 21/22/226** To discuss and agree content for next newsletter.
- It was RESOLVED to create one for April; to include the village meeting date; whats-on; Queens Jubilee itinery (paper insert); useful information; Chairman's spot; dog poo reminder; clerks spot; May Day weekend for boats; CSW facts and figures.

- 21/22/227** To discuss and agree next actions in respect of new Speed Indicator Device (SID) data recording.
- There is a lot of data recorded (1500-1600 vehicles per day); Questions were raised about who is responsible for analysing the data?, What do we want to know from the data?
- It was RESOLVED to look at this on a quarterly basis liaising with CSW group.
- 21/22/228** To discuss and agree proposal for Biodiversity Joint Working Group with other local Parish Councils.
- It was RESOLVED to host a cluster group of parish councils on the basis to discuss bio-diversity proposals for the area such as wildlife corridors. This will include the hire of the Coronation Hall.
- There may be grants and funds available to assist a community project.

INITIATIVES

- 21/22/229** To report outcome and next steps from the Vision and Planning Day.
- It was RESOLVED to defer this item to the next meeting.
- 21/22/230** To discuss and agree next actions on footpath improvement.
- It was RESOLVED to create an internal working group to work on evaluation, costing proposal and biodiversity enhancements, for the footpath from Coys Bridge to Church.
- 21/22/231** To receive update and agree any actions resulting from Queens Jubilee celebration arrangements.
- It was RESOLVED to ensure information slip goes out with newsletter in April.
- 21/22/232** To receive update and agree any actions regarding the new canoe portage.
- Various groups have identified their support. A grant requires an appropriately sized platform. It was RESOLVED for Cllrs Head (M) and Johnson to progress the grant application and Cllr Head (J) to produce business cards for public support.
- 21/22/233** To agree maintenance activities required for the Kingfisher sculpture.
- It was RESOLVED to have a meeting at the sculpture to discuss options to protect it and report findings back to the next meeting.

STAFFING

- 21/22/234** To acknowledge resolutions made and consider recommendations resulting from the Staffing Committee held on 24th February 2022.
- At this stage the meeting was taken into closed session as per item 21/22/206 above.
- Following discussion covering the key elements of and background to the Minutes for the Staffing Committee, the meeting was taken back into open session.

CLOSE

- 21/22/235** To consider agenda items for the next (Annual) meeting on 26th May.
- Continuation to support CSW
- Church payment for grass cutting
- Ferry Farm footpath

Meeting Close: 21:40