

LEGBOURNE PARISH COUNCIL

Minutes of the Combined Annual Council meeting and month Council meeting held on **Monday 9th May 2022** at Legbourne Community Centre.

In attendance – Cllrs Maw, Stephenson, Chapman, Cole, Conduit, Harrison, Cllr Grist (ELDC) and Cllr Parkin (LCC)

M Hoad – Clerk taking notes.

There was one member of the public were present.

PART A

174 / 2022 APOLOGIES FOR ABSENCE – Cllr Halifax had sent her apologies. **It was resolved** to accept all reasons for absence.

175 / 2022 ELECTION OF CHAIRMAN – Cllr Maw indicated his wish to step down from the role of Chair. Cllr Stephenson was nominated for Chairman by Cllr Cole, seconded by Cllr Maw and **it was resolved** to elect Cllr Stephenson as Chairman. Cllr Stephenson signed his declaration of acceptance of office.

176 / 2022 ELECTION OF VICE CHAIRMAN – Cllr Maw was nominated for Vice Chairman by Cllr Chapman, seconded by Cllr Stephenson and **it was resolved** to elect Cllr Maw as Vice Chairman. Cllr Maw signed his declaration of acceptance of office.

177 / 2022 ELECTION OF REPRESENTATIVES :

- a) Community Centre Committee – Cllr Stephenson agreed to continue as the Parish Council representative on this committee
- b) Clerks Personnel Committee - It was acknowledged by Council that for the purpose of best practice it was not advised that the Chairman sat on the Personnel Committee, to act as point of appeal if required. **It was resolved** that all members, other than Cllr Stephenson would represent the Personnel Committee.

PART B

A resident raised the question to Council regarding safe road crossings in the village for children along with the overall issue of speeding. Cllr Parkin (LCC) responded to the resident as she had been involved with a number of surveys with LCC Highways regarding speeding in Legbourne and unfortunately the areas of concern had not met the criteria levels to amend the speed limit. It was noted that other Councils used 'sleeping policemen' and statues of children close to roads as traffic calming measures and it was asked if this was something that could be used in Legbourne. Cllr Parkin responded that these traffic calming measures were not part of LCC Highways policy and therefore there would need to be a countywide policy change to consider these. It was also identified that the provision of a crossing point in the centre of the village would meet with technical issues regarding the bends in the roads and line of sight. The Parish Council was asked if they could approach LCC Highways regarding increased lamp post signage for speed and data from the interactive speed sign would be reviewed at the next meeting.

178 / 2022 CHAIRMAN'S WELCOME AND REMARKS – there being no further public comments the Chairman opened the second part of the meeting for business. Cllr Stephenson thanked the outgoing Chairman, Cllr Maw for his work in the role over the last couple of years and his continued support in the post of Vice Chairman. He thanked his fellow Cllrs for their vote and the support of the Clerk as he moves into the position of Chairman.

179 / 2022 DECLARATIONS OF PECUNIARY INTEREST – There were no declarations of

interest made.

180 / 2022 NOTES OF PARISH COUNCIL MEETING HELD ON MONDAY 11th APRIL 2022—it was resolved to adopt the notes as an accurate record and the Chairman signed the minutes (p MC s PM)

181 / 2022 FINANCIAL MATTERS:

- a) Accounts for payment: - Clerks April Salary and HMRC payment; Internal Audit fee £40 and Louth Men's Shed £235 It was agreed to authorise these payments (p DH & s VC)
- b) Bank Reconciliation at end of April 2022- the document had been circulated prior to the meeting for review & it was resolved to accept as correct and was signed by the Chairman. (p DH & s PM)
- c) Completion of 2021/22 Accounts:
 - i. External Audit Exemption Certificate 2021/22 – it was resolved that the Council was exempt from submitting a completed Annual Governance & Accountability Return to the external auditor for a limited assurance review on the grounds that it was exempt due to the gross income or gross expenditure was under £25,000 threshold: the signed documents would be placed on the Council web site and exemption certificate forwarded to the external auditor.
 - ii. Annual Governance Statement 2021/22 – the document had been circulated and Council was asked to confirm the statement contents individually & it was resolved to approve Section 1 as accurate.
 - iii. Statement of Accounts – the document was circulated and duly considered at the meeting & it was resolved that the account statement was correct.
 - iv. Annual Internal Audit Report 2021/22 – The report had been circulated and was read to Council; no actions had been identified for consideration and it was resolved to accept the report.
 - v. External Audit - Exercise of Public Rights – Council confirmed the period for the exercise of public rights as required by Regulation 15(2) Accounts & Audit Regulations 2015 as commencing on Monday 13th June 2022 and ending Friday 22nd July 2022; Clerk to place all relevant paperwork on the Parish Council web site by Monday 6th June to comply and return the exemption certificate to the external auditor.
- d) Annual Mandatory Insurance Policy Review – The Clerk had received a renewal quotation from CAS Ltd brokers which were based on previous level of cover and confirmation of assets to be protected. It was noted that the previous insurer no longer offered the policy cover in 2021/22 and that the costs of the premium had risen dramatically. Following debate, it was resolved to check the quote against a comparison from Zurich Insurance and if no savings could be made to accept the Ansvar Insurance cover and the payment due by the 1st June 2022 of £471.51 was duly authorised. (Note saving made on premium - £419.44).
- e) Defibrillator SLA Agreement – Following debate it was agreed that joint responsibility for the Defib existed between the Parish Council and Community Centre. The PC had taken on responsibility for any consumables for the device. Cllr Stephenson advised he would recommend at the next Community Centre (CC) meeting that the CC took over the monthly checks of the defib in line with the other building checks carried out. A separate SLA agreement with LIVES would therefore not be required. The Clerk was asked to find out costs of defib training from LIVES for the next meeting.

182 / 2022 MEETING SCHEDULE 2022/23 – The Clerk had circulated meeting dates for the 2022/23 civic year and **it was resolved** to accept these. Clerk to publish on the website.

183 / 2022 PLANNING APPLICATIONS FOR PARISH COUNCIL COMMENTS:

- a) N/100/00694/22 The Old Vicarage, Station Road, Legbourne – Erection of a detached 3 bay garage with roof space for gym/office space. Following debate it **was resolved** to support this application.
- b) The Clerk advised she had received acknowledgement from Planning Enforcement that they would be checking the building extension work at Jasmine House.

184 / 2022 ANNUAL PARISH MEETING – It was resolved that the agenda for the Annual Parish Meeting would include previous invited groups/organisations and that the 'guest' talk would be from John Burrell presenting a draft of the new village map.

185 / 2022 COMMUNITY INITIATIVES. Council reviewed the following proposed initiatives and agreed actions to be taken:

- a) Queens Platinum Jubilee: Cllr Maw and Cllr Stephenson advised plans were now in place for the Jubilee Celebrations on the Community Centre field. Cllr Chapman volunteered to man a Parish Council information desk in the centre on the day for residents to ask any questions or make suggestions to the PC.
- b) Blue Plaques: This project was ongoing and Cllr Chapman agreed to collate a list of possible site of interest where a plaque could perhaps be mounted.

186 / 2022 HIGHWAYS – The recent resurfacing work on roads off Mill Lane was still of concern and the quality of the work undertaken questioned. Cllr Stephenson agreed to forward pictures of the road surfacing works to Cllr Parkin (LCC) to take forward with Highways.

187 / 2022 CORRESPONDENCE RECEIVED / ACTIONED

- 1. Consultation on tree work at Kenwick Park – circulated to all for comment and supported by Council.
- 2. Email from resident enquiring regarding road works off Mill Lane. Included in query raised to Highways and Cllr Parkin. Resident responded to.
- 3. Email received from resident regarding footpath between Station Road & Manor crescent. Circulated to all. Inspected and pictures taken by Cllr Stephenson – resident responded to.
- 4. Noticeboard returned to situ. Cllr Stephenson photographed with refurbished board for Yellow Pages. Invoice for work from LMS circulated to all.
- 5. Acolaid case N/100/00360/22 Anns Cottage, Station Road – planning approved – circulated to all.
- 6. Email letter to LCC (cc to ELDC and V. Atkins MP) regarding consultation process for proposed nuclear site at Theddlethorpe.

Accounts for payment			meeting	09.05.22
Payee	Amount	Vat	Chq No	Total
Clerks Apr Salary & Expenses	170.70	0.00	bacs	170.70
HMRC	36.80	0.00	bacs	36.80
Louth Mens Shed – Noticeboard	235.00	0.00	bacs	235.00
Annual Insurance Renewal	419.44	0.00	bacs	419.44
Internal Audit Fee	40.00	0.00	bacs	40.00
			Total	£901.94

188 / 2022 DISTRICT COUNCILLORS REPORT – Cllr Grist was able to respond to the query raised at last month’s meeting regarding the consultation process for the proposed nuclear site at Theddlethorpe. He advised a Community Partnership group was being formed and Parish Councils as well as other interested parties would be invited to be members in due course. Cllr Grist informed the Council that discussions regarding a joint project to tackle the silt in the wet road would be on the agenda of Little Cawthorpe Parish Council’s next meeting. He hoped following this plans could be agreed between Legbourne PC and Little Cawthorpe PC to tackle this problem.

189 / 2022 COUNTY COUNCILLORS REPORT – Cllr Parkin brought the meeting’s attention to the county wide problem of shortages in Adult Social care providers. LCC were undertaken recruitment drives to encourage more people into the industry but wanted Cllrs to be aware of the situation should any residents raise the issues of waiting times for care assessment/provision.

190 / 2022 COUNCILLORS REPORTS – Cllr Stephenson advised the meeting that the latch on the gate of the footpath between Frogmore and Furze Lane was broken. There was also a blue water pipe running over the footpath which could be a trip hazard. Cllr Conduit also remarked that once the electric gates at the entrance to Frogmore were closed at night walkers could not access the footpath as no stile existed over the wooden fence. The Clerk was asked to report these matters.

191 / 2022 AGENDA ITEMS FOR NEXT MEETING: All items as identified above.

192 / 2022 NEXT MEETING –Monday 13th June 2022 at Legbourne and Little Cawthorpe Community Centre.

The meeting ended at 20:48

Signed by Chairman Date

Signed by.....Clerk Date.....