



Saltfleetby Parish Council



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Minutes of the Saltfleetby Parish Council Meeting held on Tuesday 9th January 2018,
which started at 7pm in the Marshland Community Centre

Present: Cllr L Dover (Chair)
Cllr B Stapleton
Cllr Rick Smith
Cllr Robin Smith
Cllr S Harrison
Cllr S Clark
Cllr S Dykes
C Owen - Clerk

There were no members of the public present.

Statutory proceedings commenced at 7.00pm

00696 Apologies for absence – Apologies from Cllr McNally have been received.

00697 Minutes of the Parish Council Meeting held on **5th December 2017** had been circulated. Page 133 under item 00679 the paragraph that quotes; 'Providing that the concerns above are fully considered and responded to the Council resolved to support the proposed plans p Cllr Clark s Cllr Dykes; discussed and changed to; 'It was resolved to support the application p Cllr Clark s Cllr Dykes. However, the above concerns will be included in Councils response to ELDC.' It was resolved to accept the minutes after this adjustment p Cllr Clark, s Cllr Dykes. The minutes were duly signed by the Chairman.

00698 Minutes of the EK Wind Farm Community Fund Meeting held on **12th December 2017** had been circulated. It was resolved to accept the minutes, p Cllr Stapleton, s Cllr Rick Smith. The minutes were duly signed by the Chairman.

00699 **Declarations of Interest** – None.

00700 **District Councillor Report** – Cllr McNally was not present

00701 **County Councillor Report** – Cllr McNally was not present

00702 **Vice Chair Election** – Cllr Rick Smith was nominated by Cllr Dykes and seconded by Cllr Clark. Cllr Harrison was nominated by Cllr Robin Smith and seconded by Cllr Stapleton. Both Councillors were in agreement to accept the proposals. A vote took place where there were 3 in favour for Cllr Rick Smith and 3 in favour of Cllr Harrison. At this point Cllr Rick Smith volunteered to step down and stated that he would support Cllr Harrison for his own personal development. Cllr Harrison was elected Vice Chair. The Chairman thanked both candidates for their commitment and offer to fill the position.

00703 Councillor Vacancies – No requests for co-option onto the Parish Council for the four current vacancies. Cllr Dover will draft an advert for the Saltfleetby News to promote the vacancies and the role of a Parish Councillor.

It was discussed to bring forward the item of the Reserves before discussing the Budget item as it was more prevalent to discuss this before making any further decisions on the budget. The Chairman agreed to bring item 11 forward to be discussed first.

00704 Reserves – The Clerk explained that LALC had responded that there is no limit on earmarked reserves as this is planned expenditure as the money is to be used for that specific purpose. However, General Reserves should be no more than 12 months equivalent to the council precept and for smaller councils that amount should be considerably less (3-6 months of the council precept). Any surplus funds at the end of the year can go into General Reserves as long as it does not exceed the recommended amount, or it can be transferred into earmarked reserves.

00705 Final Review of Draft Annual Budget 2018/2019 – The Clerk presented the 3rd and final review of the draft Annual Budget for 2018/2019 using the projector. Each line was discussed again with the proposed budget comparing against current year spend and this year's/previous years budgeted figures.

Main points to note that were discussed again were:

- Clerks Salary has been amended to account for potential pay increment
- Grass cutting for St Clements to be accounted for under St Clements heading so ALL of the maintenance for that area is in one place
- Grants and Donations to be given a budget of £275 earmarked from reserves
- To set up a General Reserves heading for unexpected expenditure (rainy day money)
- Meeting Refreshments to be increased to £110 to account for the APM and SPC costs
- Speed Sign Maintenance given a budget of £500 earmarked from reserves
- Defibrillator Maintenance given a budget of £500 earmarked from reserves

Previously agreed amounts earmarked out of reserves:

- Parish paths maintenance to be merged with Flailing, Green Space/Verges earmark £930 from 2017/18 in addition to the new budget of £2,470 for 2018/19
- Election expenses £1,250 (from 2016/17 and 2017/18)

It was resolved to agree the budget with the above amendments for 2018/2019, p Cllr Harrison, s Cllr Rick Smith.

00706 EK Wind Farm Community Fund – There was a discussion about forming a working party to simplify the current application form. Cllr Dover and Cllr Harrison will arrange a date to look at the application form and report back to Council.

00707 Financial Matters –

- a. Accounts to be paid/authorised – Clerks salary and expenses for December 2017, P.P. Garden Maintenance invoice PPGM20171380 for £40.00, Lincolnshire Fieldpaths Association subscription for £5.00, all payments were resolved to authorise for payment p Cllr Harrison, s Cllr Clark.

b. Monthly Councillors Report – For the month up to December 2017 was presented by the Clerk to the Council. It was resolved to accept the report, p Cllr Harrison, s Cllr Dykes.

c. Bank Reconciliation and Income & Expenditure Report to end of December 2017 – was presented by the Clerk to the Council. It was resolved to accept both documents, p Cllr Stapleton, s Cllr Robin Smith.

d. Clerks Statutory Holiday Pay Calculation – It was resolved that the Clerk would calculate holiday entitlement using the government website tool and to agree in advance with the Council on taking any annual leave. Any leave outstanding at the end of the financial year will be paid up, as per employment contract; p Cllr Dykes, s Cllr Rick Smith.

00708 EK Financial Matters –

a. Accounts to be paid/authorised – Administrators salary for December 2017. Payment was resolved to authorize for payment, p Cllr Rick Smith, s Cllr Stapleton.

b. Bank Reconciliation and Income & Expenditure Report to end of December 2017 – was presented by the Clerk to the Council. It was resolved to accept both documents, p Cllr Clark, s Dykes.

The Clerk will investigate the terms regarding the investing of EK funds and report back to the next meeting.

00709 Highways/Footpaths – There was a discussion around the lack of work being completed by Highways in response to the fault logs that are being reported on the Portal. Some potential options were discussed; writing to Highways, Louth Leader, Radio BBC Lincolnshire, Cllr McNally, Victoria Atkins MP, BBC Look North.

It was resolved for Councillors Harrison and Stapleton to look into contacting the Portfolio holder for Highways and for the Clerk to request an Annual Walkabout with Highways; p Cllr Harrison, s Cllr Stapleton.

00710 Maintenance of Benches – Cllr Stapleton reported that the two benches will be collected over the next couple of weeks and that they would be at the workshop for approx. 3-4 weeks. He is also waiting for a quote for the pricing up of painting/repair of the noticeboards at All Saints and the Shop.

00711 Village Signs – Cllr Clark reported that he and Cllr Stapleton had discussed a village competition to obtain photos of landmarks around the village to use digitally on new village signs. This is the cheapest option due to the number required. Also, potentially having wrought iron signs at each end of the B1200. Cllr Clark to use the Saltfleetby News to advertise to residents.

He reported that costings are around £120+ for digital signs up to £3-4K for the most expensive ones and that the village needs 6 signs.

It was discussed that EK Wind Farm Funding could potentially be applied for, for the two special ones and that the others could come from reserves.

Cllr Clark will get quotes for middle of the range signs to expensive ones and get some examples with the prices to see the quality.

00712 BT Telephone Kiosk Disconnection – Cllr Stapleton reported that the certificate had still not been received and until this is in Councils possession, further work cannot be undertaken to proceed with the removal of the BT telephone box sited at the old Post Office. The Chairman and the Clerk will look through all emails to be able to further this item.

Cllr Stapleton reported that the cost to hire a crane to remove the box would be £180 ^{FOR} and ~~only 3 hours' notice is required.~~ ^{10.}

00713 Speed Signs – This will be put on the Annual Parish Meeting agenda for discussion by the residents. The speed signs will be put back up.

00714 Reports from outside bodies – None

00715 Correspondence – Planning application N/145/318/14 was received on 9th January regarding Alberta, Rimac, Saltfleetby, LN11 7TS; to remove condition 2 (holiday occupancy) and condition 3 (seasonal occupancy) as per the original planning permission. Council resolved to decline to make comments on this application.

00716 Councillor Reports – Cllr Dover reported that she is still waiting for information on other village halls. She distributed the list of suggested legal firms that provide legal advice for small charities. Cllr Dover will ask whether the firms are able to provide advice on the issue and obtain quotes. Cllr Clark will get quotes from Wilkin Chapman LLP.

Cllr Dover reported that EMAS will provide details of the defibrillator on an emergency providing that the Council agree that this is what is required.

Cllr Dover reported that she still needs to deal with the speed guns.

Cllr Clark raised that with the Prussian Queen closing, that the defibrillator needs to be relocated and that the defib has not been connected due to the pub being closed for a significant period of time. The main concerns are the security of the unit and the electricity supply being maintained. Alternative sites were discussed and it was resolved for Cllr Robin Smith to contact the Snooker Club organizer to see if this may be a viable option of re-siting the unit in the near future; p Cllr Clark, s Cllr Stapleton.

00717 Parish Clerks Report – nothing to report

00718 Upcoming Meetings –

- Annual Parish Meeting will be held on 22nd May 2018 at 7pm
- Annual Parish Council Meeting (AGM) will be held on 1st May 2018 at 7pm
- EK Wind Farm Community Fund Panel Meetings will be held on 27th March 2018 (closing date for application will be 13th March) at 7pm and 16th October 2018 (closing date for applications will be 2nd October) at 7pm.

All of the above meetings are to be held at Marshlands Community Centre.

00718 Items for the Next Agenda:

- Highways
- Legal advice regarding Marshlands Community Centre
- Speed guns
- Internet banking for Council business

The meeting closed at 9.50pm. Next Parish Council Meeting Tuesday 6th February 2018 at 7.00pm

Chairman



Date

6/02/2018

Clerk

Date

6/2/18.