

## SALTFLEETBY PARISH COUNCIL

Web Site: [parishes.lincolnshire.gov.uk/saltfleetbyGroup](http://parishes.lincolnshire.gov.uk/saltfleetbyGroup)

Councillors,

You are summoned to the Parish Council meeting of Saltfleetby Parish Council which will be held on Tuesday 3<sup>rd</sup> October 2017 at the Marshlands Community Centre at 7.00pm

The meeting will be attended by representatives of the Lindsey Marsh Drainage Board to field questions from residents regarding the apparent reduction in maintained water levels in the village drainage system and the effect and implications of such on wildlife and infrastructure. This meeting was requested by residents at the Annual Parish Meeting held on 30<sup>th</sup> May 2017.

The LMDB debate will be followed by a 10 minute open forum for residents to raise questions on other matters, after which residents are requested not to interrupt during the business of the meeting.

Signed: *C L Owen*

C Owen (Parish Clerk)  
17<sup>th</sup> September 2017

### AGENDA

#### Statutory Procedures:

1. **APOLOGIES** and approval for absence
2. **NOTES** of the Parish Council Meeting held on 8<sup>th</sup> August 2017 to be approved as minutes & any points to be noted
3. **DECLARATIONS OF INTEREST** – To receive any declarations from Councillors; Council to consider any written requests for dispensations & resolve whether to grant acceptance

#### For Information:

4. **DISTRICT COUNCILLOR REPORT** – Cllr McNally to report
5. **COUNTY COUNCILLORS REPORT** – Cllr McNally to report

#### Items for Decision:

6. **COUNCILLOR VACANCIES** - Council to consider any requests for co-option into the vacancies
7. **ENERGIEKONTOR UK LTD - GAYTON COMMUNITY FUND** – Minutes from Panel Meeting held on 30<sup>th</sup> August 2017 to be approved
8. **FINANCIAL MATTERS** –
  - a. Accounts to be paid/authorised

- Statement received from Duncan & Toplis Chartered Accountant for £96.00 for the preparation of the EK Community Fund Accounts for 2016/2017 – to be paid from EK Community Fund
- Payment of the previous Clerks statutory holiday pay outstanding.
- Clerk's salary for September 2017
- b. Foxhall Plant Hire – £18.00 for tool hire. Payment to reimburse Cllr Stapleton, to be resolved and approved
- c. Filing cabinets for Clerk's office for secure storage of Parish documentation – quotations to be assessed and decision made.
- d. Internet security protection for Parish laptop – quotations to be assessed and decision made.
- e. Bank Reconciliation to be approved
- f. Change of correspondence address for Lloyds Bank SPC account and Lloyds Bank EK Community Fund account
- g. Saltfleetby Wind Farm Community Fund Financial Statements for the Period 31<sup>st</sup> March 2017 to be resolved by the Council and signed by the Chairman to be returned to Duncan & Toplis for final copies to be issued to the PC
- h. Information Commissioner's Office subscription due for renewal on 24<sup>th</sup> October 2017 - £35.00. Council to resolve and approve payment
- i. Annual Return 2016/2017 - External Auditor Report to be discussed and Notice of Conclusion of Audit to be resolved and approved for publishing on SPC website

9. **PLANNING APPLICATIONS** – None pending.

10. **POLICIES TO BE DISCUSSED AND APPROVED** – Amended Standing Orders for SPC to be resolved and approved by the Parish Council. Discussion and resolution on agreed list of SPC Policies

**Items for Discussion:**

11. **SPC Fixed Assets Register** – amended/updated list of fixed assets to be resolved and approved

12. **Village Signs** – to consider the procurement of new village signs

13. **Maintenance of Benches** – to consider the maintenance of the benches at St Clement's churchyard, NE Lane B1200 crossroads and at All Saints church.

14. **Village Newsletter** – Council to consider the current and ongoing funding of the village newsletter.

15. **BT Telephone Kiosk Disconnection** – Cllr MacDonald update

16. **Transparency Funding** – discussion on potential bids for funding for future assets for use by SPC

17. **REPORTS FROM OUTSIDE BODIES** – Council to receive any reports.

18. **CORRESPONDENCE**

- Kier Workplace Services letter dated 31<sup>st</sup> August 2017 regarding the playing field at former Saltfleetby Church of England Primary School, Main Road, Saltfleetby – discussion and views to be noted and response by 13<sup>th</sup> October 2017 from the Council

**19. COUNCILLORS REPORTS**

- **Cllr Stapleton** – grounds maintenance update for St Clements Churchyard

**20. PARISH CLERKS REPORT** – report at meeting

**21. ITEMS FOR THE NEXT AGENDA –**

**Next Parish Council meeting is scheduled to take place on Tuesday 7<sup>th</sup> November 2017.**