

**DRAFT MINUTES**

**BIGBY PARISH COUNCIL**

**MINUTES OF THE MEETING**

**HELD ON TUESDAY, 21<sup>st</sup> NOVEMBER 2023**

**CHAIR – COUNCILLOR D. COWLING**

PRESENT: Councillors – D. Cowling, C. Gandy, B. Orr, W. Pinney, C. Wilson

Also in attendance: -

Mrs. A. Hannath – Clerk to the Council

Cllr. P. Morris - WLDC

Cllr. Tom Smith – LCC

Mrs. H. Auckland

**BUSINESS TO BE TRANSACTED**

**55 Notice convening the meeting.**

Taken as read and approved

**56 To Receive Apologies and Reasons for Absence**

Cllr. B.Orr

**57 To Receive the letter of resignation from Councillor David Servat**

Noted

**58 a) To Record any Declarations of Interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the Agenda Item and the type of interest being declared.**

None

**b) To Note any Dispensations given to any member of the council in respect of the Agenda Items listed below.**

None

**59 TO CONSIDER APPLICATIONS FOR CO-OPTION TO THE COUNCIL.**

Mrs Helen Auckland attended the meeting to observe proceedings and to decide if she would like to be co-opted onto the Parish Council. At the end of the meeting, she was happy to be considered for co-option.

**It was resolved that** Mrs Helen Auckland be co-opted onto the Council

Proposed: Cllr. D. Cowling

Seconded: Cllr. B. Orr

**60 Police Matters**

No correspondence or newsletters have been received

**61 To Receive any Correspondence (for information only).**

None

**62 To Receive the Clerk's Report and Update on any outstanding issues.**

- a) Email received from Councillor Davies of LCC regarding a survey of drains – the deadline for submission has been extended to 30<sup>th</sup> November. The Clerk is going to talk to an officer tomorrow about how to access the map and add data.
- b) WLDC – the road sweeper has been in the village following a request from the council
- c) The adjustments to the July Minutes have been made
- d) The sale of the M & G Charibond has proceeded and a cheque issued. However, the cheque was issued to Acre Dykes, as the named charity. The Clerk is sending a letter explaining that in the governance section of the charity, it gives Bigby Parish Council as the other name of the charity. Therefore, the cheque can be re-issued to Bigby Parish Council.
- e) Annual Returns to the Charity Commission for Acre Dykes and the Village Hall have been submitted.
- f) The printer is broken. The Clerk is happy to use her personal printer; the price of replacement ink to be shared. She advised that it may be worth considering the purchase of a more substantial printer, which although costly at the start, would have ink that is much cheaper to purchase.
- g) No progress has been made regarding a potential villager to grit the paths during icy weather

**63 To Receive any Questions from Members.**

None notified

**64 Public Question Time**

There were no members of the public in attendance

**65 a) TO RECEIVE AND APPROVE THE MINUTES, AS CIRCULATED, OF THE MEETING HELD ON TUESDAY, 19<sup>th</sup> SEPTEMBER, 2023**

**It was resolved that** the minutes of the meeting held on 19<sup>th</sup> September, 2023, with the addition of the questions, should be taken as read and approved.

Proposed: Cllr. C. Wilson

Seconded: B. Orr

**66 ACCOUNTS AND AUDIT**

**a) To Receive the following Financial Report and Approve the Accounts for Payment: as at 14<sup>th</sup> November 2023**

	DATE		PAYEE	DESCRIPTION	CHEQUE	AMOUNT	VAT	TOTAL
18	9	2023	Brigg Office Supplies	Magnetic pins for Noticeboard	BACS	11.96	2.39	14.35
4	10	2023	AJ Williams	Grasscutting cemetery	BACS	75.00	15.00	90.00
4	10	2023	Autela Payroll Services	Payroll	BACS	45.48	9.10	54.58
16	10	2023	McAfee	Renewal of security	BACS	108.32	21.67	129.99
18	10	2023	SLCC	Membership renewal	BACS	80.00		80.00
16	10	2023	HSBC	Bank charges	BACS	8.00		8.00
1	11	2023	AJ Williams	Grasscutting cemetery	BACS	75.00	15.00	90.00
14	11	2023	Village Hall	Emergency transfer from earmarked reserves	BACS	500.00		500.00

**It was resolved that** the accounts for payment listed above and the Statement of Accounts be approved.

Proposed: Cllr. B. Orr

Seconded: C. gandy

b) **To Undertake a Quarterly Review of the Accounts.**

**It was resolved that** the Review of the Accounts for the first quarter be accepted.

Proposed: Cllr. B. Orr

Seconded: Cllr. C. Wilson

**67 PLANNING APPLICATIONS AND DECISION NOTICES**

Members are reminded that applications can be received after the deadline for the publication of the agenda. The clerk will forward any further applications to you before the meeting for your consideration.

No planning applications had been received.

**68 TO CONSIDER TENDERS FOR THE URBAN HIGHWAY VERGE CUTTING IN THE VILLAGE OF BIGBY AND THE GRASSED AREA IN FRONT OF PINGLEY PARK**

**The Clerk advised** that 3 contractors had been asked to tender for this work. Only two companies quoted for the work.

The third company last year quoted 8 hours per cut charged at £22.00 per hour, but they have not replied to the Clerk to provide an updated quote for next year. Therefore, the two companies who had provided quotations were considered.

**It was resolved that** the contract for the Urban Highway Verge Cutting be awarded to AJ Willaims at a cost of £70.00 + VAT

As this year, the frequency of cuts to be determined by summer weather conditions. (7 cuts were undertaken this year.)

Proposed: Cllr. B. Orr

Seconded: Cllr. C. Wilson

**69 TO CONSIDER TAKING ON RESPONSIBILITY FOR THE MAINTENANCE OF THE VILLAGE HALL GROUNDS COMMENCING AT THE START OF THE NEXT FINANCIAL YEAR.**

**It was resolved that** the Parish Council would take on this responsibility and, as a result, would reduce its subsidy to the Village Hall by £500.00

Proposed: Cllr. B. Orr

Seconded: Cllr. D. Cowling

**70 VILLAGE HALL ROOF EMERGENCY REPAIRS**

- a) To approve the use £300.00 from the Community Infrastructure Levy Funds to help to pay for the repairs to the Village Hall roof.
- b) To approve a further donation of £500.00 to the Village Hall to come out of earmarked reserves for the Village Hall to cover the repair and any shortfall in funds to the end of the year.

**The Clerk advised** £500 has already been transferred from the Parish Council account to the Village Hall account to cover the initial work undertaken to discover the source of the leak. Adjustments can be made to the account book to show the source of the funding. Further funds may be needed from the Village Hall earmarked reserves to make good the ceiling in the ladies' toilets.

**It was resolved that** the payments outlined above be approved.

Proposed: Cllr. C. Wilson

Seconded: Cllr. D. Cowling

**71 TO RECEIVE A REPORT FROM COUNCILLOR SMITH ON COUNTY COUNCIL MATTERS**

**Cllr. Smith advised** that he will get an update from Richard Fenwick next week, who is on Annual Leave, regarding the drainage and pothole issues on Smithy Lane.

**72 TO RECEIVE A REPORT FROM COUNCILLOR MORRIS ON DISTRICT COUNCIL MATTERS**

**Cllr. Morris advised** that:

- The new leaders of WLDC appear to be deciding a course of action, so he has very little to report
- Green bins will cost £44.00 a year from 1<sup>st</sup> April 2024
- He is still in discussions regarding Recycling Centres and will pursue this more rigorously in the New year

**73 TO NOTE AND AGREE THE PAY RISE AWARDED TO EMPLOYEES BY NATIONAL JOINT COUNCIL (NJC) FOR LOCAL GOVERNMENT SERVICE EMPLOYEES**

**The Clerk advised that** the pay rate had risen by £1.00 per hour, giving a new yearly salary of £2691.00 per annum

Noted and agreed

**74 PRECEPT REQUIREMENTS – FISCAL YEAR 2024/2025**

(The Clerk provided figures for discussion at the meeting)

**a) To Consider the Budget Proposals prepared by the Clerk.**

The Clerk's recommendations were noted. This gives a budget of £8506.00

**b) To Determine the Precept to be levied for the Fiscal Year 2024/2025.**

**It was resolved that** a precept of £7000.00 be set.

Proposed: Cllr. D. Cowling

Seconded: Cllr. B. Orr

The meeting closed at 7.20 pm

Signed .....

Chairman

Tuesday, 23<sup>rd</sup> January, 2024