

DRAFT MINUTES

BIGBY PARISH COUNCIL

MINUTES OF THE MEETING

HELD ON TUESDAY, 19th MARCH 2024

CHAIR – COUNCILLOR D. COWLING

PRESENT: Councillors – H. Aukland, D. Cowling, C. Wilson

Also in attendance: -

Mrs. A. Hannath – Clerk to the Council

Cllr. P. Morris - WLDC

Cllr. Tom Smith – LCC

BUSINESS TO BE TRANSACTED

93 Notice convening the meeting.

Taken as reads and approved

94 To Receive Apologies and Reasons for Absence

Cllr. C. Gandy

Cllr. B. Orr

Cllr. W. Pinney

95 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

96 Police Matters

The Clerk advised that there had been a Parish Council Engagement Session on Tuesday 20th February 2024, the theme of which was Road Safety. The details of the meeting, including a PowerPoint presentation and YouTube recording of the session, have been circulated. This appears to be the way forward with regards to communication between the Police and Parish Councils.

97 To Receive any Correspondence (for information only).

a) The Clerk advised that the following information was reported in the LALC Newsletter.

- The new Biodiversity Net Gain requirements in the planning process are now in effect.

- I Dig Trees – free trees are available from The Conservation Volunteers
- b) Email received from a Smithy Lane resident. When the road sweeper comes, the end of the lane is missed. She has reported this to Cllr. Morris and the matter has been rectified. The Clerk advised that when she asks for the road sweeper to attend she will ask that the end of Smithy Lane is also included.
 - c) Request received, via LCC Town and Parish Council News, for the Parish Council to identify possible electric vehicle charging sites in the parish
 - d) Letter from LCC Highways confirming the Parish Agreement for the cutting of verges. (This is now a rolling process to cut down on administration.) The contribution for the next financial year is £225.96.
 - e) Notification received from the Public Sector Executive of an online conference on Decarbonisation.

98 To Receive the Clerk’s Report and Update on any outstanding issues.

- a) An email was sent to the Prosperous Community Committee, as advised by Cllr. Morris, regarding the use of the Melton Ross Recycling Centre, primarily to raise awareness. The Clerk advised that the response from was as follows:

‘At West Lindsey, we fully understand your concerns over this issue, it is one we hear a lot from residents who live close to North and North-East Lincolnshire borders. Just for clarity, West Lindsey is a Waste Collection Authority (basically we collect waste from residents), Lincolnshire County Council (LCC) is the Waste Disposal Authority and has responsibility for the Household Waste Recycling Centres (HWRC). North (NLC) and North East Lincolnshire (NELC) Councils are unitary bodies and hence have responsibility for both collection and disposal and HWRC’s. This is confusing I know, but what it means that for this issue, it would be the responsibility of LCC, NELC and NLC to broker an agreement for cross-border usage of the HWRC’s. We have repeatedly engaged with LCC to resolve this issue, unfortunately without success to date. I know the local MP’s have also been involved. We will continue to try to influence LCC and to this end, I have copied in Cllr Bunney who is the West Lindsey Member representative on Lincolnshire Waste Partnership. It may also be helpful if Parish Councils forwarded their concerns to Lincolnshire County Council.

North Lincs Council does offer the opportunity to use their HWRC’s, however this is a charged service, details below;

Lincolnshire County Council residents can apply for up to 12 visits per year to household recycling centres (Barnetby or Kirton) at a cost of £190. Please email wastemanagement@northlincs.gov.uk or call [01724 297000](tel:01724297000) for more details.’

- b) The contract has now been issued to AJ Williams for all grass cutting in the Parish, ie verges, Village Hall and the Cemetery
- c) The Lamp Light of Peace has been received.

99 To Receive any Questions from Members.

None notified

100 Public Question Time.

There were no members of the public in attendance.

101 a) TO RECEIVE AND APPROVE THE MINUTES, AS CIRCULATED, OF THE MEETING HELD ON TUESDAY, 16th JANUARY 2024

It was resolved that the minutes of the meeting held on 16th January, 2024, should be taken as read and approved

Proposed: Cllr. H. Aukland

Seconded: Cllr. C. Wilson

102 ACCOUNTS AND AUDIT

a) To Receive the following Financial Report and Approve the Accounts for Payment: As at 11th March 2024 (Documents attached)

	DATE	PAYEE	DESCRIPTION	CHEQUE	AMOUNT	VAT	TOTAL
17	1	2024	A Hannath / Idealuk	Refund Lamp of Peace purchase	BACS	55.00	55.00
25	1	2024	Alison Hannath	10/12 wages	BACS	221.25	221.25
9	2	2024	ICO	Renewal of Membership	BACS	35.00	35.00
16	2	2024	HSBC	Bank charges	BACS	10.00	10.00
25	2	2024	Alison Hannath	11/12 wages	BACS	400.90	400.90
25	2	2024	Village Hall	CIL/ Emergency transfer from earmarked rese	BACS	300.00	300.00
12	3	2024	Village Hall	Emergency transfer from earmarked reserves	BACS	50.00	50.00
16	3	2024	HSBC	Bank charges	BACS	10.00	10.00
25	3	2024	Alison Hannath	12/12 wages	BACS	221.25	221.25
31	3	2024	Alison Hannath	Mileage	BACS	46.13	46.13 *
31	3	2024	Alison Hannath	Homeworking Allowance	BACS	30.00	30.00 *

*Payments notified after publication of the agenda

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

Proposed: Cllr. C. Wilson

Seconded: Cllr. D. Cowling

b) To approve the use of the remaining £232.47 in the Community Infrastructure Levy Fund to pay for the plastering of the ladies toilets, following the collapse of the ceiling due to the damaged roof.

It was resolved that the above recommendation be approved and that the Clerk should adjust the accounting record to reflect the changes

Proposed: Cllr. H. Aukland

Seconded: Cllr. C. Wilson

c) To approve a further donation to the Village Hall from earmarked reserves of £117.53

- The Clerk advised that a further £70.00 is needed from the earmarked reserves to pay for the installation of a new strip light in the ladies' toilets. The original was full of water following the leaking of water from the roof.
- This means that the sum of £567.53 has been allocated to the Village Hall current account from the Parish Council's reserves earmarked for the Village Hall. The Receipts and Payments Summary at the Financial Year End will reflect this spending.

It was resolved that this additional £187.53 should be donated from Village Hall earmarked reserves.

Proposed: Cllr. D. Cowling

Seconded: Cllr. C. Wilson

103 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.

None notified

104 TO CONSIDER PROPOSALS FOR A VILLAGE EVENT TO COMMEMORATE THE 80th ANNIVERSARY OF D-DAY

It was resolved that a commemorative event be held on the evening of Friday 7th June. Bigby Book Club to be asked to co-ordinate the event.

Proposed: Cllr. D. Cowling

Seconded: Cllr. C. Wilson

105 BIGBY SOLAR ENERGY PROJECT

To receive an update from Councillors Wilson, Cowling and Aukland on the project

All three councillors were involved in putting together the latest bid for funding, which was to be submitted on 15th February 2024. Disappointingly, the submission had to be halted as several key pieces of information were missing. Therefore, the application for further funding has been put on hold.

However, the issue of public consultation regarding this and other parish matters has been highlighted. It was decided to consult with the parishioners further at the Annual Meeting of the Parish. A Spring Newsletter is to be prepared and distributed to bring issues such as Carbon Net Zero, the village hall roof and structural problems in the church to the attention of the parish.

106 TO RECEIVE A REPORT FROM COUNCILLOR MORRIS ON DISTRICT COUNCIL MATTERS

Cllr. Morris advised that:

- The budget for WLDC has given rise to a 2.99 % increase in its portion of the council tax.
- Dog waste and litter bins are to have a unique QR code so that damage can be reported more easily.
- It will be possible to hire commercial size bins to get rid of larger quantities of household waste, eg if clearing a house.
- He was sorry that the email to the Prosperous Community Committee did not have the desired effect regarding the use of the Melton Ross Re-Cycling Centre by Bigby residents. However, he continues to seek ways of solving this problem

107 TO RECEIVE A REPORT FROM COUNCILLOR SMITH ON COUNTY COUNCIL MATTERS

Cllr. Smith advised that:

- LCC have voted to progress the Devolution option provided by the Government. Awaiting ratification from NELC and NLC. He hoped that in the long term this may help with the use of the Melton Ross Re-Cycling Centre.
- LCC has raised its portion of the Council Tax by 4.99%
- A Government grant of £7,000,000 for Social Care has freed up the equivalent amount for use by LCC for drainage issue, potholes, highways, etc..

108 a) TO REVIEW THE MODEL STANDING ORDERS (Circulated in advance of the agenda)

It was resolved that the Parish Council's Model Standing Order, with the changes to procurement thresholds as detailed in Minute 109, are still fit for purpose for the forthcoming year.

Proposed: Cllr. D. Cowling

Seconded: Cllr. C. Wilson

109 a) TO REVIEWS THE MODEL FINANCIAL REGULATIONS INCLUDING THE REVISED THRESHOLDS FOR PUBLIC PROCUREMENT THAT CAME INTO EFFECT FROM 1st JANUARY 2024. Circulated in advance of the agenda

The Clerk advised that the threshold for goods and services has risen to £214,904 and for public works construction to £5,372,609

It was resolved that the Parish Council's Revised Model Financial Regulations, as circulated, are fit for purpose for the forthcoming year.

Proposed: Cllr. H. Aukland

Seconded: Cllr. C. Wilson

b) TO REVIEW THE FINANCIAL RISK ASSESSMENT (Circulated in advance of the agenda)

It was resolved that the Parish Council's Financial Risk Assessment, as circulated, is still fit for purpose for the forthcoming year

Proposed: Cllr. H. Aukland

Seconded: Cllr. C. Wilson

110 TO REVIEW THE RISK MANAGEMENT OF GENERAL COUNCIL FUNCTIONS (Circulated in advance of the agenda)

It was resolved that the Parish Council's Risk Management of General Council Functions, as circulated, is still fit for purpose for the forthcoming year.

Proposed: Cllr. H. Aukland

Seconded: Cllr. C. Wilson

111 TO REVIEW THE FOLLOWING DOCUMENTS PREPARED TO FULFIL THE DEMANDS OF THE GENERAL DATA PROTECTION REGULATIONS
(Circulated in advance of the agenda)

- i) General Privacy Notice
- ii) Privacy Notice for Staff Councillors and other Role Holders
- iii) Consent Form

It was resolved that the Parish Council’s documentation to comply with GDPR, as circulated, was still fit for purpose for the forthcoming year.

Proposed: Cllr. H. Aukland

Seconded: Cllr. C. Wilson

The meeting closed at 7.34 pm

Signed

Chairman

Tuesday, 21st May, 2024