

Tealby Parish Council
Minutes of the Meeting on Thursday 20 June 2024 at 7.30pm
Tealby Village Hall, 3 Beck Hill, Tealby, LN8 3XU

Present:

Clerk	Tony Shaw
Councillors	Steven Spivey (Chair), Martin Shilling, David Mercer, John Brown and Richard Noon
District Councillor	Moir Westley
County Councillor	Stephen Bunney
Public	No members of the public

1. Declarations of Interest:

- a) **To record declarations of interest by any member in respect of the agenda items listed below.**
Members should identify the agenda item and type of interest being declared.
- b) **To note dispensations given to any member in respect of the agenda items listed below.**

NOTED: Councillor Shilling expressed an interest in agenda item 10, planning application WL/0024/00363

2. Apologies:

To receive any apologies sent to the Clerk from Members not able to attend the meeting.

NOTED: Apologies were received from Councillor Bevan.

3. Adoption of Previous Minutes:

To adopt the minutes of the meeting held on Wednesday 1 May 2024.

RESOLVED: The minutes were adopted and signed by the Chair.

4. Open Forum:

Members of the public can ask questions or make short statements to the council. Open Forum shall not exceed 15 minutes unless directed by the Chair of the Council.

NOTED: No members of the public present.

5. District/County Councillor Reports:

To receive an update from any attending District or County Councillors.

NOTED: District Councillor Westley spoke about an initiative called Fit Villages. Equipment and funding are available from West Lindsey District Council, to support parish councils in establishing exercise classes. Feedback is sought from Tealby residents, to identify what activities might be of interest.

NOTED: County Councillor Bunney provided an update on several highways issues:

- “No HGV” signage has been requested for the top end of Caistor Lane (Walesby Hill)
- A potential one-way system along Cow Lane, Sandy Lane and Front Street has been referred to Highways, for consideration.
- Significant potholes exist on Papermill Lane but resurfacing work cannot be undertaken until underlying issues with drainage have been addressed. Some of these extend on to private land.

NOTED: County Councillor Bunney explained that West Lindsey District Council are formulating an Emergency Plan. This will involve a container in Market Rasen, which will distribute supplies (such as snow shovels and sand bags) in the event of a flood.

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6. Clerk's Report:

- a) To note the Parochial Church Council have made a monthly payment of £124.24 in June, as a contribution towards the cost of churchyard maintenance. Arrears of £1,739.36 are outstanding, which covers the period 1 Apr 2023 to 1 May 2024 inclusive.
- b) To note an increase in Lincolnshire County Council's Amenity contribution (towards grass cutting), rising from £990.57 to £1,641.52 for 2024/24. This follows a review of the price paid per square metre.

NOTED: Both items a) and b) were noted.

7. Finance:

- a) To receive a financial summary from the Clerk.

NOTED: Income received in 2024-25, year to date:

Received	From	Description	Amount
02/04/24	West Lindsey DC	Precept	18,000.00
04/04/24	J Marshall Funeral Directors	Burial Fees	585.00
12/04/24	Resident name redacted	Two burial plots	570.00
23/04/24	West Lindsey DC	CIL payment	209.18
03/06/24	Tealby PCC	Churchyard Maintenance	124.24
		Total	19,488.42

NOTED: In the year to 18 Jun 2024, the accounts show the following financial activity:

Item	Amount
Opening balance on 1 Apr 2024	35,144.74
Income	19,488.42
Expenditure	4,258.11
Current balance on 18 Jun 2024	50,375.05

NOTED: The bank balances on 18 Jun 2024 were:

Account	Balance
Current Account	6,960.07
Reserve Account	39,581.68
Play Park Account	3,883.30
Total	50,375.05

NOTED: The Clerk presented detailed bank reconciliations that showed the accounts at the end of April and May match the bank statements.

- b) To ratify payments made since the last meeting, that have not previously been presented for approval.

NOTED: The payments below have been made since the last meeting on 1 May 2024, without presenting to council, for the reasons stated:

Payee	Description	Net	Vat	Gross	Reason
Antony Shaw	Salary May 2024	259.12		259.12	Contractual
Antony Shaw	WFH Allowance May 2024	26.00		26.00	Contractual

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c) To approve a Schedule of Payments for invoices received since the last meeting.

RESOLVED: All items below were approved for payment:

Payee	Description	Net	VAT	Gross
ICO	Annual Registration	35.00		35.00
T Kuzemczak	Internal Audit Report	100.00		100.00
M Williams	Grass Cutting	780.00	156.00	936.00
Gallagher Insurance ^{*1}	Insurance for 2024-25	941.22		941.22
West Lindsey DC	Defib Maintenance 2024/25 (Bowls Club)	88.33	17.67	106.00
West Lindsey DC	Defib Maintenance 2024/25 (Phone Box)	88.33	17.67	106.00
Antony Shaw	Salary Jun 2024	194.54		194.54
Antony Shaw	WFH Allowance Jun 2024	26.00		26.00
Darren's Dens ^{*2}	50% deposit for Adult & Toddler Swings	3,200.00		3,200.00

NOTES:

*1 Gallagher Insurance renewal was approved under item 9.

*2 Darren's Dens quote was approved under item 11.

8. To complete the 2023-24 Annual Governance and Accountability Return (AGAR):

a) To review the Council's Asset Register.

NOTED: The council's Asset Register was reviewed and shows the total value of all assets to on 31 Mar 2024 to be £10,484.05

b) To receive the Annual Internal Audit Report and resolve any actions.

NOTED: The Annual Internal Audit Report was reviewed and no follow-up actions were identified.

c) To complete and sign the Annual Governance Statement.

RESOLVED: Council completed the Annual Governance Statement. This was signed by the Chair and Clerk.

d) To approve and sign the Accounting Statements.

RESOLVED: The Responsible Financial Officer (RFO) presented the Accounting Statements. This was signed by the Chair and RFO.

e) To note the dates of the Period of Public Rights.

NOTED: The Period of Public Rights, for the public to inspect the council's records, will cover a 6 week period from Mon 24 June 2024 to Fri 5 August 2024 inclusive, in line with legislation. The notice is dated, and will be published on, Fri 21 June 2024.

9. Insurance

To consider a quote for renewal of annual insurance with Gallagher at a cost of £941.22

RESOLVED: Insurance renewal approved. Payment added to the Schedule of Payments in agenda item 7 d)

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10. Planning:

To consider the following planning applications:

Planning Ref:	WL/0024/00363
Applicant:	Martin Shilling
Location:	42 RASEN ROAD TEALBY MARKET RASEN LN8 3XL
Proposal:	Planning application for single storey rear extension.

NOTED: Councillor Shilling left the meeting, for this item only, having earlier declared an interest.

RESOLVED: Council have no objection to this application.

Planning Ref:	WL/0024/00431
Applicant:	Georgia West
Location:	ANNEXE 10 SANDY LANE TEALBY MARKET RASEN LN8 3YF
Proposal:	Planning application for change of use from games annexe to self contained residence for carer, including roof lift being removal of condition 4 of planning permission 123819 granted 29 May 2009 re: occupancy of annexe.

RESOLVED: Council have no objection to this application.

11. Toddler and Cradle Swings

To consider a quotation from Darren's Dens to replace the Toddler and Cradle Swings at a cost of £5,333.33 plus VAT.

NOTED: This is effectively partial fulfilment of a quote previously approved. Grant funding has not been secured and council wished to proceed with part of the order.

RESOLVED: Quote approved. Payment added to the Schedule of Payments in agenda item 7 d)

12. Village Hall Car Park

To consider a proposal from Councillor Bevan, that the council contributes £400 towards the cost of resurfacing the car park. Total cost is £1,300 plus VAT.

RESOLVED: A proposal was made to amend this motion to £200. Council approved the amendment and approved the contribution of £200.

13. Potholes on Papermill Lane

To consider a proposal from Councillor Mercer, that the council writes a letter to Highways at Lincolnshire County Council.

RESOLVED: Clerk will write a letter regarding the need for repairs and resurfacing.

14. Deer Warning Sign

To consider a proposal from Councillor Mercer, that Lincolnshire County Council are asked to install a Deer warning sign on Rasen Road, near the Wolds Edge café.

NOTED: County Councillor Bunney offered to take this suggestion away for discussion with Highways.

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15. Training

- a) **To approve Clerk's attendance at Memorial training on 10 Sep 2024 at a cost of £72.50.**

RESOLVED: Training cost approved.

- b) **To approve Clerk's attendance at Play Park Inspection training on 12 Sep 2024 at a cost of £72.50.**

RESOLVED: Training cost approved.

The meeting closed at 9.15pm