

Tealby Parish Council
Minutes of the Meeting on Wednesday 6 November 2024 at 7.30pm
Tealby Village Hall, 3 Beck Hill, Tealby, LN8 3XU

Present:

Clerk Tony Shaw
Councillors Martin Shilling, David Bevan, John Brown, David Mercer and Richard Noon
Public No members of the public

1. Apologies

Apologies received from Councillor Spivey.

RESOLVED: Reason for absence accepted.

Councillor Shilling acted as Chair for this meeting.

2. Declarations of Interest

a) To record declarations of interest in any of the agenda items listed below

b) To note dispensations given to any member in respect of the agenda items listed below

None.

3. Adoption of previous minutes from Wednesday 4 September 2024

RESOLVED: Minutes were adopted.

4. Open Forum

No members of the public present.

5. District Councillor Report

Apologies received from District Councillor Moira Westley before the meeting.

6. County Councillor Reports

Councillor Stephen Bunney updated council on the following matters:

- A “No HGV” sign has been installed at the top of Caistor Lane, at the junction with Walesby Hill.
- Patch repairs to Papermill Lane will continue to take place until such time as reconstruction work can be undertaken. This is likely to be a long-term solution.
- A Neighbourhood Policing event will be held on 22 Wed 2024 to which councillors are invited to attend. This will be an opportunity to discuss current levels of neighbourhood policing and raise any concerns.

7. Clerk’s Report

a) To note an invoice has been sent to Lincolnshire County Council for £1,641.52 grass cutting contribution, for the season 2024/25

Noted.

b) To note the purchase and installation of 3 new benches and 4 picnic tables has been completed

A proposal was raised that council purchase a “No BBQs” sign for the entrance to the Play Park.

RESOLVED: Council agreed to the purchase of a sign, up to a maximum cost of £25 excl. VAT.

c) To note membership of the Institute of Cemetery and Crematorium Management (ICCM) has been purchased until 31 March 2025, at a reduced cost of £42.00 (full year price is £100)

Noted.

d) To note the creation of a Tealby Parish Clerk facebook profile, for use on Tealby Talk

It was noted that the Clerk will post factual information but will not monitor and respond to comments on posts.

e) To note the recovery of £335 in unpaid fees from two stone masons

Noted.

f) To note a request has been logged on FixMyStreet to have the grit bin at the Community Shop refilled

Noted.

g) Feedback from the Clerk's Memorial training

This training provided instruction on how to undertake topple testing in the Cemetery. Guidance suggests all memorials should be topple tested every 5 years. The Clerk feels competent to undertake this on behalf of the council.

h) Feedback from the Clerk's Play Park safety training

The Clerk received tuition in performing regular visual checks on the Play Park. As soon as a checklist has been drawn up, the clerk will commence monthly checks.

A proposal was raised that a "Parent and Toddlers Only" sign is purchased for the swing, due to recent incidents of multiple young people using it.

RESOLVED: Council agreed to the purchase of a sign, up to a maximum cost of £25 excl. VAT.

8. Finance

a) To ratify any payments made since the last meeting

RESOLVED: The following payments were ratified.

Paid	Supplier	Description	Net	VAT	Gross
11/09/24	Maison and Garden	3 x recycled benches	1,172.50	234.50	1,407.00
17/09/24	Barrie Gammidge	Pirate ship repairs	291.87		291.87
17/09/24	NBB Recycled Furniture	4 x recycled picnic tables	1,620.00	324.00	1,944.00
23/09/24	Systematic	Community speedwatch flyer	89.00	17.80	106.80
30/09/24	Unity Trust Bank	Service charge	18.00		18.00
02/10/24	NBB Recycled Furniture	6 x concrete fixing kits for benches	30.80	6.16	36.96
02/10/24	LALC	Memorial training	72.50	14.50	87.00
02/10/24	PKF Littlejohn	External auditor fee 2023-24	210.00	42.00	252.00
02/10/24	LALC	Play park safety training	36.25	7.25	43.50
02/10/24	Darren's Dens	Balance of Adult & Toddler swings	2,666.67	533.33	3,200.00
02/10/24	Darren's Dens	Urgent repairs to flat swings	413.33	82.67	496.00
02/10/24	Antony Shaw	Salary (Sep)	259.12		259.12
02/10/24	Antony Shaw	Expenses (Sep)	26.00		26.00
09/10/24	Systematic	VAT refund for speedwatch flyer	0.00	-17.80	-17.80
14/10/24	DAB Graphics	Balance of Interpretation Board	982.98	196.60	1,179.58
24/10/24	HMRC	PAYE	194.40		194.40
31/10/24	Unity Trust Bank	Service charge (Oct)	5.40		5.40

A proposal was raised that the council apply for a debit card, so the Clerk can purchase items for the council without the need to use their own funds and seek reimbursement.

RESOLVED: The Clerk will apply for a debit card from Unity Trust Bank.

b) To approve a schedule of payments

RESOLVED: The following payments were approved.

Supplier	Description	Net	VAT	Gross
M Williams	Grass cutting (Sep)	780.00	156.00	936.00
Sir Richard Sutton Limited	Annual rent for playing field	1.00		1.00
Travis Perkins	Concrete fixing kits for benches	18.52	3.71	22.23
Plaster Plus (GY) Ltd	Install benches	100.00		100.00
ICCM (Cemetery Institute)	Membership till 31/03/2025	42.00		42.00
Tennyson d'Eyncourt	Village hall hire (5 meetings)	100.00		100.00
M Williams	Grass cutting (Oct)	390.00	78.00	468.00
Antony Shaw	Mileage for Sept & Oct	92.70		92.70
Antony Shaw	Salary (Oct)	259.12		259.12
Antony Shaw	Expenses (Oct)	26.00		26.00

c) To approve a bank reconciliation

A bank reconciliation was presented to the end of October 2024, which demonstrated the accounts matched the end of month bank statements.

RESOLVED: The bank reconciliation was approved

d) To receive a financial summary

The clerk presented a full summary of the council's income and expenditure against budget to the end of October 2024. This showed the current balance of the council's accounts to be £37,411 with a projected end of year outturn of £38,434. This is against an opening balance on 1 April 2024 of £35,144.

e) To receive a draft budget for 2025-26

A draft budget for 2025-26 showed a minimum precept of £17,000 would be required to cover operational costs. This does not include any provision for projects in 2025-26 or increasing of the council's reserves. Further discussion and a final decision on the precept for 2025-25 will take place at the next meeting in January 2025.

f) To agree that £500 Tesco grant will be transferred from the Current account to the Play Park account, to be used towards a Trim Trail

RESOLVED: £500 will be transferred to the Play Park account.

9. Planning

a) To consider planning application WL/2024/00056

Location: Thorpe Mill, Thorpe Lane, Tealby, LN8 3YE

Proposal: Planning application for conversion of existing barn with construction of new link extension to form 1no. dwellinghouse, and various refurbishment works, including reinstatement of historic features to the millhouse and change of use of land to allow for footpath diversion.

Link: [Application WL/0024/00056](#)

RESOLVED: Council has no objection.

b) To consider planning application WL/2024/00892

Location: Thorpe Mill, Thorpe Lane, Tealby, LN8 3YE

Proposal: Footpath diversion order for FP1217 - 72m of footpath, 2m width, diversion from point A to point C

Link: [Application WL/0024/00892](#)

RESOLVED: Council has no objection.

10. To consider a quote for additional meadow cutting in 2025.

Additional requirements for maintenance of the village green meadow in 2025 were sent to the grass contractor (AJ Williams). A quote of £235 plus VAT has been received.

RESOLVED: Quote accepted for additional maintenance of the meadow.

11. To consider quotes for the removal of a dead Cherry tree

A quote of £516 has been received.

RESOLVED: Council agreed not to accept the quote but to look at alternative options.

12. To consider a proposal that all Cemetery and Memorial fees must be paid before a burial or memorial installation can take place

RESOLVED: Council agreed that all monies should be received before any burial or memorial installation can go ahead.

13. To agree the date of the January 2025 meeting (8 Jan is unavailable)

RESOLVED: Council agreed to hold their next meeting on Wednesday 15 January 2025.

The meeting closed at 9.05pm