

Grimoldby and Manby Parish Council

To the Members of the Parish Council of Grimoldby and Manby:

You are hereby summoned to attend a meeting of Grimoldby and Manby Parish Council, which will be held on Wednesday 19th February 2025 in The Pavilion, Gibson Way, Manby at 7.30pm. The business to be dealt with at the meeting is listed in the agenda below.

Please note that the meeting will begin at 7.30pm UNLESS any public are present in which case there will be a public forum when members of the public may ask questions or make short statements to the Council.

Any public wishing to speak, on an agenda item or “sit in” on the meeting please contact the Clerk, using the email address below, in advance to discuss attendance arrangements. If possible, please provide written representation rather than attending in person.

Members of the public should note that they will not be allowed to speak during the formal meeting.

L.M. Phillips

Mrs. L.M. Phillips

Clerk

Dated this 14th Day of February 2025

AGENDA

1. **Apologies for Absence**

To note apologies where valid reasons for absence have been given to the Clerk prior to the meeting.

2. **Chairman's Remarks**

3. **Declarations of Interest / Dispensations**

To receive declarations of interest in accordance with the Localism Act, 2011 – these being **any** interest in agenda items not previously recorded on Members' Register of Interests. Council to consider granting dispensation(s), as per written requests received by the proper officer to councillors under section 22 of the Localism Act.

4. **Council Minutes**

To approve as a correct record the draft Minutes of the Council Meeting held on 15th January 2025 and authorise the Chairman to sign the official minutes.

5. **Finance**

To receive, note and duly resolve to authorise:

- a. The Financial Report for February, showing a closing balance on 6th January 2025 of £81,896.49 which agrees to the closing balance on the bank statement issued on 14th January 2025.
- b. Cheques for authorisation, listed on the Cheque Schedule 021925 totalling £1,254.60.

6. **Planning**

a. **Applications received by the Local Planning Authority**

To consider current applications including those listed in the schedule (Plans_02_19_25) / ratify comments already made by the Planning Working Group. (At the time of printing there were no plans to list).

b. **ELDC Planning Decisions to Note**

At the time of printing there were no planning decisions to note.

c. **Temporary Traffic Restrictions**

At the time of printing there were no temporary traffic restrictions to note.

d. **Proposed Work to Trees**

At the time of printing there were no proposed works to trees to note.

e. **Enforcement Action**

Council to note that a complaint has been received by ELDC regarding The Manby Arms, Manby Middlegate, Grimoldby about untidy land and filling in a dyke with debris and rubbish from the car park, so a new boundary fence could be erected. ELDC will now investigate and a visit will be made to the location in order to establish if a breach of planning legislation has taken place. ELDC will write to the Council again following the visit.

Grimoldby and Manby Parish Council

7. **Nuclear Waste Services, Geological Disposal Facility**
Council to receive feedback from Councillors who attended a recent public briefing on the above.
8. **Code of Conduct**
Council to approve continued use of the above, with no amendments, which can be viewed on the Council's website at: <https://grimoldby-manby.parish.lincolnshire.gov.uk/downloads/file/60/code-of-conduct>
9. **Allotments**
Councillors to
- a. Consider the purchase of a noticeboard to be erected in the Allotments predominantly for the display of the tenancy agreement.
 - b. Consider the current condition of allotments and resolve upon the way forward/any correspondence needed.
 - c. Receive a copy of the tenancy agreement for consideration prior to discussion.
10. **Village Signs**
- a. **Jet Provost:** Council to receive an update and resolve upon the way forward.
 - b. **New Signs:** Council to consider its requirements, number, design, material, adornment so that the Clerk may obtain quotes.
11. **Closed Session Item**
To consider moving into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the business to be discussed in the following item, information being of a third party and commercial nature in relation to:
- a. The Council's grass cutting agreement with LCC – Council to consider correspondence received from LCC and resolve upon the way forward
 - b. Highway Grass Cutting work in 2025/26 – Council to receive quotes and agree on who to award the work to in 2025/26.
12. **Any Other Business**
Councillors to exchange information, if required. Please note, no decisions may lawfully be taken during this item.
13. **Next Meeting**
Councillors to note that the next scheduled Council meeting will take place on 19th March 2025.

**MINUTES OF THE MEETING OF GRIMOLDBY AND MANBY PARISH COUNCIL
HELD AT GRIMOLDBY VILLAGE HALL
ON WEDNESDAY 15TH JANUARY 2025**

Present Councillor T. Knowles (TK) (in the chair)

Councillors: C. Fairburn (CF), R. Hampton (RH), N. Hind (NH), Mrs. L. Knowles (LK), T. Vamplew (TV)

Councillors not present: A. Bunting (AB), Mrs. E. Billings (EB), M. Bruce (MB), M. Starsmore (MS)

The Clerk, Mrs. L.M. Phillips was also present.

T191. Apologies for Absence

Apologies for absence were received from Cllr. Mrs. EB.

T192. Chairman's Remarks

Cllr. Knowles reported that 1) A lady had contacted him, worried about the cameras on the traffic lights. Cllr. McNally was looking into the matter. 2) The consortium who are working together to put a business plan together for Manby Park are hoping to submit a planning application soon. Cllr. TK had asked to see it beforehand.

T193. Declarations of Interest / Dispensations

No declarations of interest nor requests for dispensations were made.

T194. Council Minutes

It was proposed, seconded and **RESOLVED** to approve as a correct record the Minutes of the Council Meeting held on 18th December 2024.

T195. Finance

It was proposed, seconded and **RESOLVED** that the Council should receive, note and duly authorise:

- a. The Financial Report for January, showing a closing balance on 10th December 2024 of £83,804.06 which agrees to the closing balance on the bank statement issued on 13th December 2024.
- b. Cheques for authorisation, listed on the Cheque Schedule 011525 totalling £1,517.60.
- c. Cashbook Statement of Receipts and Payments for Months 1 to 10 to 31st December 2024. (It was noted that there was a typo and that income from plot 10 had been noted twice in April when in fact the second of these should read plot 1).
- d. Budget Variance Report to 31st December 2024.

T196. Planning

a. Applications received by the Local Planning Authority

The Council considered current applications including those listed in the schedule (Plans_01_15_25) / ratified comments already made by the Planning Working Group and it was proposed, seconded and **RESOLVED** as follows:

- i. N/113/01952/24 – Centurion House – noted was withdrawn on 8th January 2025.
- ii. N/113/01953/24 – Centurion House – No objection in principle.
- iii. N/113/01909/24 – Centurion House – No objection in principle.
- iv. N/01975/24 – Harriet House, 123 Tinkle Street – No objection in principle. However, consideration should be given as to the adequacy of the soakaway arrangements and appropriate conditions imposed to ensure vehicular exit from the proposed access is in a forward gear and there are suitable provisions to satisfy road safety needs as the site is by a sharp bend.
- v. N/113/02007/24 – Centurion House – No objection in principle.

b. ELDC Planning Decisions to Note

The Council noted the following planning decisions:

- i. N/067/01631/24 – Land off Middlesykes Lane, Grimoldby – ELDC have granted full planning permission.
- ii. N/113/01621/24 – Manby House, Carlton Road, Manby, LN11 8UF – ELDC have approved a section 73 application.
- iii. N/113/01620/24 – Manby House, Carlton Road, Manby, LN11 8UF – ELDC have approved a section 73 application.

c. Temporary Traffic Restrictions

The Council noted that there were no temporary traffic restrictions.

d. Proposed Work to Trees

The Council noted that there were no proposed works to trees.

T197. Town and Parish Council Scrutiny Survey

The Council noted that further to discussion on the above on 18th December no comments had been received.

T198. Closed Session Item

At 7.41pm it was proposed, seconded and **RESOLVED** to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the business to be discussed in the following item, information being of a third party, commercial and confidential nature in relation to the award of village maintenance work in 2025/26. The Council discussed the applications received after having advertised the position. It was proposed, seconded and **RESOLVED** to award Mr. K. Towler the Council's village maintenance work in 2025/26 as per the advertised schedule, to be paid monthly at a rate of £520 per month. At 7.50pm it was proposed, seconded and **RESOLVED** to return to open session.

T199. Sexual and General Harassment Training

Following the introduction of new legislation which placed greater responsibilities and legal requirements on all Employers (which included each individual Councillor) to take proactive steps to prevent sexual harassment at work. The adoption of a policy for use by the Council on 20th November, the receipt of this by all Councillors with the Council agenda for 20th November 2024 and 15th January 2025. Councillors present watched a short video on the above and signed to confirm that they had received, read, understood and would abide by the policy.

T200. Any Other Business

Cllr. NH asked whether there was any news on the devolution process in Lincolnshire. There was not.

T201. Next Meeting

Councillors noted that the next scheduled Council meeting would take place on 19th February 2025.

The meeting closed at 8.25pm

Signed _____ (Chairman) Dated _____

Financial Report - February 2025

			£	£
Opening balance as at 13th December 2024				83,804.06
ADD receipts				
DEP	Manby FC	Rent		250.00
				<u>84,054.06</u>
LESS payments				
1429	Mr. A. Bunting	Mileage Expenses	40.00	
1450	SLCC	Annual Membership	139.20	
1494	Mr. K. Towler	Village Maintenance August	433.33	
1500	HMRC	Employer Costs October	160.46	
1504	Manby FC	Football Pitch Grass Cutting x 4	80.00	
1509	HMRC	Employer Costs November incl. backpay	199.40	
1510	Mr. K. Towler	Village Maintenance October	433.33	
1511	SLCC	Annual Subscription	144.00	
1513	PKF Littlejohn LLP	External Audit	252.00	
1514	G&M1	Employer Costs December	650.80	
1515	HMRC	Employer Costs December	170.47	
1516	Mr. K. Towler	Village Maintenance November	433.33	
1517	Dave Skells TM Ltd	Grasscutting	150.00	
1518	British Gas Trading Ltd	Pavilion Electric	136.25	
1519	G&M1	Employer Costs January	651.00	
1520	HMRC	Employer Costs January	170.27	
1521	Mr. K. Towler	Village Maintenance December	433.33	
1522	Wicksteed	(Invoice) Annual Inspection	246.00	
1522	Wicksteed	(Credit Note) Annual Inspection	- 66.00	
1523	Darryl J. Stones	Repair to Pavilion Window	83.00	
1524	G&M1	Employer Costs February	650.80	
1525	HMRC	Employer Costs February	170.47	
1526	Mr. K. Towler	Village Maintenance January	433.33	
			<u>6,194.77</u>	<u>77,859.29</u>
ADD Uncleared Cheques				
1429	Mr. A. Bunting	Mileage Expenses	40.00	
1450	SLCC	Annual Membership	139.20	
1494	Mr. K. Towler	Village Maintenance August	433.33	
1504	Manby FC	Football Pitch Grass Cutting x 4	80.00	
1513	PKF Littlejohn LLP	External Audit	252.00	
1515	HMRC	Employer Costs December	170.47	
1517	Dave Skells TM Ltd	Grasscutting	150.00	
1519	G&M1	Employer Costs January	651.00	
1520	HMRC	Employer Costs January	170.27	
1521	Mr. K. Towler	Village Maintenance December	433.33	
1522	Wicksteed	(Invoice) Annual Inspection	246.00	
1522	Wicksteed	(Credit Note) Annual Inspection	- 66.00	
1523	Darryl J. Stones	Repair to Pavilion Window	83.00	
1524	G&M1	Employer Costs February	650.80	
1525	HMRC	Employer Costs February	170.47	
1526	Mr. K. Towler	Village Maintenance January	433.33	
Closing balance as at 6th January 2025			<u>4,037.20</u>	<u>81,896.49</u>

Cheque Schedule 021925

February 2025

Cheque No.	Supplier / Payee	Details	Cheque Total	Invoice Total	VAT	Net	Ref
1524	G&M1	Employer Costs February	650.80	650.80	-	650.80	
1525	HMRC	Employer Costs February	170.47	170.47	-	170.47	
1526	Mr. K. Towler	Village Maintenance December	433.33	433.33	-	433.33	
TOTALS			1,254.60	1,254.60	-	1,254.60	