

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 30th June 2021 in Grimoldby Village Hall 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.



Mrs. L.M. Phillips

Clerk

Dated this 25th Day of June 2021

Safety Precautions due to COVID-19:

Grimoldby and Manby Parish Council has a legal responsibility to protect its officers, elected members and others from risk to their health and safety, including from the risks of COVID-19. Therefore, in line with government guidance, in order to keep the meeting length as short as possible, items on the agenda have been limited. ♦Please note that those attending should ensure to socially distance at all times. ♦If you are able please consider walking to the meeting. ♦Please do not congregate in the car park. ♦Please wear a face mask at all times, unless you have an exemption. If you have an exemption, please send proof of this to the Clerk at least one day before the meeting. ♦Please join the queuing system which will be in place to gain entry into the building. ♦Upon arrival please allow your temperature to be taken. ♦Please sanitise your hands. ♦Please check in using the NHS Test and Trace App or complete a track and trace form. ♦Please enter the Old Court Room when you are asked, take the next available seat (as indicated by a member of staff). ♦Please do not touch items other than your own. ♦Please note that there will be no tables available at the meeting. If you wish to take notes, please bring paper, a pen and a clipboard. ♦Do not share any items. ♦All papers etc., must be taken away with you. ♦No drinks will be available. Please bring a bottle of water with you, if required. ♦If you have received a letter to inform you that you are extremely clinically vulnerable (you may have been asked to shield in the past), please inform the Clerk by email well in advance of the meeting. ♦Please do not come to the meeting if you have any symptoms or have been in contact with someone who is sick. ♦Please inform the Clerk as far in advance of the meeting as possible if you will not be able to attend. ♦Please dress warmly if the weather is inclement as the room will be well ventilated.

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 5th May 2021 and authorise the Chairman to sign the official minutes. (Attached).
- 5. Annual Grimoldby and Manby Parish Meeting 2020/21 Draft Minutes**
Council to receive the above and discuss any proposals made by members of the public. (Attached).
- 6. Roles of the Council**
Council to confirm a representative to act for the Council as it's Green Champion.

Grimoldby and Manby Parish Council

7. Finance

To receive, note and duly resolve to authorise:

- a. The Financial Report for June, showing a closing balance on 13th May 2021 of £60,538.75 which agrees to the closing balance on the bank statement issued on 14th May 2021. (Attached).
- b. Cheques for payment, listed on the Cheque Schedule 063021 totalling £2,980.22. (Attached).
- c. 2020/21 Accounts. (Attached).
- d. 2020/21 Cashbook to 31st March 2021. (Attached).
- e. Schedule of Payments over £100 2020/21. (Attached).

8. Annual Governance and Accountability Return (AGAR) 2020/21

- a. To receive and note the report of the internal auditor. (Part 1 (page 3 of the AGAR) circulated by email 16/6/21, part 2 attached).
- b. To approve completion of the Annual Governance Statement (Section 1 of the AGAR) for the financial year 2020/21 by the addition of ticks against 'Yes' in boxes 1 to 9, except for box 4 where 'No' should be entered and box 9 where 'N/A' should be entered and authorise signing by the Chairman and the Clerk. (Circulated by email 16/6/21 (page 4 of the AGAR)).
- c. To approve the Accounting Statements (Section 2 of the AGAR) for the financial year 2020/21 as certified by the RFO and authorise signing by the Chairman. (Circulated by email 16/6/21 (Page 5 of the AGAR)).
- d. To approve the dates for public inspection these being 1st July 2021 to 11th August 2021.

9. Planning

a. Applications received by the Local Planning Authority

To consider current applications including those listed in the schedule (Plans_06_30_21) / ratify comments already made by the Planning Working Group. (Attached).

b. Planning Decisions to Note

- i. Planning application N/067/00276/21 – The Haven, Hawthorne Close, LN11 8SR has been granted full planning permission by ELDC.
- ii. Planning Permission N/067/00524/21 – Eastfield Farm, Eastfield Lane, LN11 8TD has been granted full planning permission by ELDC.

10. Transfer of ELDC Assets

Council to consider a report circulated by email on 17th June 2021 and resolve as necessary.

11. Review of Policies and Procedures

Council to note that the following have been reviewed and no changes are required. Council to approve continued use:

- a. General Data Protection
 - i. Data Protection Policy
 - ii. Subject Access Requests Policy
 - iii. Social Media and Electronic Communication Policy
 - iv. Secure Disposal of Information Policy
 - v. Retention of Documents Policy
 - vi. General Privacy Notice
 - vii. Staff and Councillor Privacy Notice
 - viii. Information Security Incident Policy
- b. Complaints Procedure
- c. Policy on Handling of Freedom of Information Requests
- d. Co-option Policy

12. Playpark Inspection

Council to note that the annual playpark inspection is now due, resolve to delegate authority to the Clerk to make the necessary arrangements and approve expenditure.

13. Any Other Business

Councillors to exchange information, if required. Please note, no decisions may lawfully be taken during this item.

14. Next Meeting

Council to note that the date of the next scheduled meeting is Wednesday 21st July 2021.

**MINUTES OF THE MEETING OF GRIMOLDBY AND MANBY PARISH COUNCIL
HELD BY TELEPHONE CONFERENCE
ON WEDNESDAY 5th MAY 2021**

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

Councillors: Mrs. E. Billings (EB), Mrs. D. Copeland (DC), C. Fairburn (CF), Mrs. L. Knowles (LK), T. Vamplew (TV)

Councillors not present: M. Bruce (MB), M. Starsmore (MS) and Mrs. N. Turney (NT),

The Clerk, Mrs. L.M. Phillips was also present. No members of the public spoke in the public forum.

T1. Election of Chairman

It was proposed, seconded and **RESOLVED** by vote of the Council that Cllr. TK be elected Chairman of Grimoldby and Manby Parish Council to hold office until the Annual Meeting of the Council in 2022.

T2. Declaration of Acceptance of Office

Cllr. TK read out the official Declaration of Acceptance of Office and it was **RESOLVED** that he should sign this at the earliest opportunity, witnessed by the Clerk and took the Chair.

T3. Election of Vice Chairman

It was proposed, seconded and **RESOLVED** that Cllr. CF be elected Vice Chairman of Grimoldby and Manby Parish Council, to hold office until the Annual Meeting of the Council in 2020.

T4. Apologies for Absence

Apologies for absence were received from Cllr. MS.

T5. Declarations of Interest / Dispensations

There were no declarations of interest.

T6. Committees of the Council

It was **RESOLVED** that the following committees should be re-established as committees of Grimoldby and Manby Parish Council and that their terms of reference and delegated authority should be confirmed as per the Council's governing documents:

a. Planning Committee

Membership: Chairman, Cllr. MS, Vice Chairman, Cllr. TV and Cllrs. TK, CF

b. Finance Committee

Membership: Chairman, Cllr. Mrs. DC, Vice Chairman, Cllr. Mrs. EB and Cllrs. TK, CF

c. Recreation Committee

Membership: Chairman, Cllr. Mrs. LK, Vice Chairman, Cllr. Mrs. NT and Cllr. Mrs. EB

T7. Roles of the Council

Council to confirm representatives to act for the Council as Young People's Advocates and Green Champion.

T8. Representation on External Bodies

It was **RESOLVED** that Cllr. TV should represent the Council on the Village Hall Committee.

T9. Council Minutes

It was **RESOLVED** to approve as a correct record the Minutes of the Council Meeting held on 21st April 2021.

T10. Chairman's Remarks

The Chairman reported that he had met with the police. PC Precious was now responsible for town and rural areas. He only had 2 PCSO's. The Chairman also confirmed that he had met with the owners of Beech Grove. He was hoping the matter would move forward soon.

T11. Governance

The Council confirmed that the following documents had been reviewed and adopted:

- a. Standing Orders were reviewed and adopted on 17th February 2021.
- b. Financial Regulations were reviewed and adopted on 17th February 2021.
- c. Code of Conduct was reviewed and adopted on 17th February 2021.
- d. Policies including all those relating to GDPR and complaints had been reviewed in year.
- e. Risk Management and Internal Control were reviewed and adopted on 17th February 2021.

T12. Clerk's Delegated Powers

It was **RESOLVED** to confirm delegated authority to the Clerk, as contained within Standing Orders and Financial Regulations.

T13. Council/Staff Membership of Other Bodies

The Council noted that it or a member of staff was a member of the following bodies:

- a. Lincolnshire Association of Local Councils (LALC)
- b. National Association of Local Councils (NALC)
- c. The National Allotment Society
- d. Society of Local Council Clerks (SLCC)

T14. Asset Register

The Council **RESOLVED** to confirm that its Register of Assets was reviewed and adopted on 17th February 2021.

T15. Insurance

The Council noted that its Insurance Policy was due for renewal in June 2021 and that in 2021 the Council would enter into year 3 of a 3 year deal. It **RESOLVED** to approve expenditure on renewal.

T16. Meetings of the Council

The Council **RESOLVED** to confirm that in 2021/22 it would meet every third Wednesday of each month (except for August), Covid allowing.

T17. Other Annual Council Business

The Council approved deferral of other Annual Council Business to the Council's next meeting in June 2021.

T18. Finance

The Council **RESOLVED** to receive, note and duly authorise:

- a. The Financial Report for May, showing a closing balance on 13/4/21 of £61,156.43 which agrees to the closing balance on the bank statement issued on 14th April 2021.
- b. The cheques listed on the Cheque Schedule 050521 – totalling £441.28.

T19. Planning

- a. **Applications received by the Local Planning Authority**
There were no planning applications to consider.
- b. **Planning Decisions to Note**
There were no planning decisions to note.

T20. Any Other Business

Councillors had no information to exchange.

T21. Next Meeting – The Council noted that the date of the next scheduled meeting was Wednesday 23rd June 2021 but that this might be subject to change.

The meeting closed at 7.47pm

Signed _____ (Chairman) Dated _____

**MINUTES OF THE GRIMOLDBY AND MANBY ANNUAL PARISH MEETING
HELD IN THE VILLAGE HALL, GRIMOLDBY
ON WEDNESDAY 5TH MAY 2021**

Present Councillor T. Knowles (in the chair)

Parish Councillors Mrs. D. Copeland (DC), C. Fairburn (CF), Mrs. L. Knowles (LK), T. Vamplew (TV),

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

1. Welcome by the Chairman

The Chairman welcomed those present to the meeting.

2. Minutes of the Grimoldby Annual Parish Meeting 2019

It was **RESOLVED** that the notes of the Grimoldby Annual Parish Meeting which took place on 15th May 2019 should be signed by the Chairman as a correct record of that meeting.

3. Annual Report by the Chairman of the Parish Council

The Chairman of the Parish Council, Cllr. TK gave the following report:

Introduction by the Chairman

I'm sure you will agree that 2020/21 has been one of the most challenging years in recent history. As a Nation we have seen huge losses but the way in which everyone has pulled together and each have made sacrifices for the greater good has been commendable. Exceedingly dedicated volunteers worked tirelessly to help those shielding or in need with their shopping, food and other items. The NHS has done the Nation proud. I personally thank all the members of our community for their assistance through this pandemic to give us hope of a return to normality.

Obviously, the last year has been difficult for the Council but through it Grimoldby and Manby Parish Council have continued to meet by telephone conference and conduct business as best it could.

Unfortunately, last year, no Annual Town Meeting was held due to lockdown and special legislation was approved by the Government to make this legal. This included other measures brought in to aid the running of local councils and authorities and all Council meetings from June 2020 moved to telephone conference with the Clerk carrying out the running of the Council along with the Chairman and Vice Chairman using delegated authority ratified by the Council from March 2020 to June 2020.

Council and Committees

Grimoldby and Manby Parish Council has now completed 2 years of a 4-year term. The Council comprises 14 Councillors and currently, there are 4 vacancies on the Manby Ward and 1 on the Grimoldby Ward which can be filled by co-option.

The Council takes overall responsibility for all decisions but can choose to delegate authority to a Committee or to a Council Officer, it can never delegate authority to a Councillor.

To be more effective, the Council has a number of Committees. The purpose these Committees have is to spread the workload and review issues in more detail. The standing Committees comprise Finance, Planning and Recreation. Additionally, the Council also appoints two Young People's Advocates and a Village Hall Representative.

The Council has met on 9 occasions in 2020/21 and the Finance Committee on 1 occasion.

Planning

The Parish Council is a planning consultee and has no power to approve or refuse applications, simply give an opinion. The Planning Authority that determines Planning Applications is East Lindsey District Council.

Grimoldby and Manby Planning Committee has had no need to meet this year due to extensions for comments being sought and granted on all planning applications received. This has enabled the full Council to formulate a corporate response at full Council meetings to any applications received. However, the Committee does have delegated authority from Council to respond to consultation requests in respect of

urgent Planning Applications, if required.

This year the Council considered 32 planning applications and in each case the Council decided to support, object or comment. In most cases, objections were supported by the relevant planning reasons. In some cases, the Committee's opinion was conditional. Full details of decisions are contained in the minutes of the Council, which are available on our website and the comments are also available on the East Lindsey Planning Website.

The Council also receive notification of road closures/traffic restrictions and proposed works to trees.

Finance Committee

The Finance Committee currently comprises 5 Councillors including the Chairman and Vice Chairman. This Committee has responsibility for examining and monitoring the Council's expenditure and for considering the setting of the precept each year.

Councillor's Allowances

Under the provisions of the Local Authorities (Members Allowances) (England) Regulations 2003, Council can resolve to pay its members an allowance. However, Grimoldby and Manby Parish Councillors choose not to receive an allowance and, therefore, allowance rates for 2020/21 remained at £0.

Members

During 2020/21 there was one resignation and one death. Current members are: Councillors Mrs. Emma Billings, Michael Bruce, Mrs. Dorothy Copeland, Chris Fairburn, Mrs. Linda Knowles, Terry Knowles, Mike Starsmore, Mrs. Nicola Turney and Terry Vamplew

The Council currently has 4 vacancies on the Manby Ward and 1 on the Grimoldby Ward.

Grants

In 2020/21 the Council awarded a grant to St. Edith's Church, Mimi's Mission and the Village Hall of £200 each.

General Report

The Council is in a sound financial position having delivered its objectives for the year within the overall approved budget and has set aside money for future projects and to offset future risks, in specified earmarked reserves. The Council maintains a General Reserve which it can use in case of emergency or for unbudgeted items of expenditure.

Internal Audit reviewed the Council's Internal Controls for 2019/20 and no concerns were raised. The Council's Internal Audit for 2020/21 will shortly take place.

The Council has reviewed its Governance Documents: Financial Regulations, Standing Orders, Risk Management Schedule and its Asset Register.

The Council will receive reconciled accounts for 2020/21 for review shortly following Internal Audit. The Financial records of the Council will be open to public inspection for a period of 30 working days shortly thereafter. The accounts will be subject to external audit in July 2021 and the Council will formally publish the audited accounts no later than 30th September 2021. The Annual Return will show the actual position and this and other financial information will be posted on the website once approved by Council.

Street Furniture

During the past year, the Council's contractor has maintained several public benches including re-painting and repairing as necessary. They also ensured that the Council's 5 Bus Shelters were kept clean and tidy.

Tennis Courts and Play Park

The Council continues to provide these facilities which not only allow for the playing of tennis but also football. However, it is asked that children do not / are not allowed to move the nets away from the Tennis Courts please. The Council's Recreation Representative inspects the two areas on a regular basis and makes notes. They also empty the bins and keep the area generally tidy. The Council instructs a local firm to maintain the shrubbery and plants in the area, as required.

Amenity Grass Verges

Last year the Council took on the cutting of amenity grass verges and have agreed to carry this on in 2020/21. The Council has about 5,976m² to look after. Please help us by keeping verges clear from obstructions, including parked cars. Litter is always a problem when cutting verges. We want to avoid shredding plastic, tins, paper or dog poo as this damages our environment and makes it less pleasant for everyone. Please help by taking your litter home or by placing it in a rubbish bin.

Parish Paths

The Council instructs a local firm to clear and maintain the pathways in Grimoldby and Manby for public use, as required. This involves litter picking, strimming and mowing of paths. As with the verges, litter and dog poo is a big issue, please help by making sure you either bin it or take it home.

Safety

The Council recognises that a safe environment makes for a happy environment. The Council therefore maintains a good relationship with the local police. The Council also owns and maintains a defibrillator which the Village Hall kindly allow us to site on the outside wall of their premises. A defibrillator is a device that gives a high energy electric shock to the heart through the chest wall to someone who is in cardiac arrest (dead). This high energy shock is called defibrillation, and it is an essential life saving step in the chain of survival. After a cardiac arrest, every minute without CPR and defibrillation reduces someone's chance of survival by 10 per cent. The Council also owns a reactive speed sign which can record traffic data which could be used as evidence to support local authorities in cases, as required.

Allotments

The Council took ownership of 10 half size allotments in 2019/20, a sports field and a pavilion for use by the community. 5 of these allotments are currently rented out and there are 5 vacancies. If you are interested in renting an allotment please contact the Town Clerk.

Going Forward

The Council hopes to sign an agreement with Manby Football Club regarding their using the Pavilion and Football Field as their home ground and it is believed that the Council will be asked to take ownership of the Play Park and Tennis Courts by ELDC.

Conclusion

The Council continues to work hard to ensure improvements are made throughout Grimoldby and Manby for the benefit of its residents. You may be sure that the Council will continue to serve you to the best of its ability.

4. Public Forum

There were no comments in the public forum.

The meeting closed at 7.18pm.

Signed _____ (Chairman) Dated _____

Financial Report - June 2021

	£	£
Opening balance as at 14th April 2021		61,156.43
ADD receipts		
	<hr/>	<hr/>
	-	61,156.43
LESS payments		
1177 HMRC PAYE/NIC for June 2019	81.00	
1279 HMRC PAYE/NIC March 2021	88.20	
1280 Mimi's Mission Grant	200.00	
1281 G&M1 Wages April 2021	353.08	
1282 HMRC PAYE/NIC April 2021	88.20	
1283 Mrs. L. Phillips Refund re. payment of PAYE in lieu of chq 1277	88.20	
1284 NSALG Ltd Membership	66.00	
1285 G&M1 Wages May 2021	353.08	
1286 HMRC PAYE/NIC May 2021	88.20	
1287 Came and Company Insurance 2021/22	1,484.74	
	<hr/>	<hr/>
	2,890.70	58,265.73
ADD Uncleared Cheques		
1177 HMRC PAYE/NIC for June	81.00	
1280 Mimi's Mission Grant	200.00	
1284 NSALG Ltd Membership	66.00	
1285 G&M1 Wages May 2021	353.08	
1286 HMRC PAYE/NIC May 2021	88.20	
1287 Came and Company Insurance 2021/22	1,484.74	
	<hr/>	<hr/>
Closing balance as at 13th April 2021	2,273.02	60,538.75
VAT owed as at 13th May for 2021/22		11.00

Cheque Schedule June 2021

Cheque No	Supplier / Payee	Details	Cheque Total	Invoice Total	VAT	Net
1287	Came and Company	Insurance 2021/22	1,484.74	1,484.74	-	1,484.74
1288	G&M1	Wages for June 2021	353.08	353.08	-	353.08
1289	HMRC	PAYE/NIC for June 2021	88.20	88.20	-	88.20
1290	Mrs. J. Cooper	Internal Audit	40.00	40.00	-	40.00
1291	Glendale Countryside Ltd	Grasscutting: Amenity and Sportsfield 9/4		159.60	26.60	133.00
		Grasscutting: Amenity, Sportsfield, Allotments 30/4 and 21/5	529.20	369.60	61.60	308.00
1292	Mr. K. Towler	Village Maintenance	485.00	485.00	-	485.00
TOTALS			2,980.22	2,980.22	88.20	2,892.02

Cashbook 2020/21

OUT							IN			
Chq. No.	Date	PAYEE	Cheque Total £	Total £	VAT £	Net £	Ref	Date	PAYEE	Amount £
1236	15/04/2020	HMRC	82.40	82.40	-	82.40	BGC	15/04/2020	ELDC	14,006.68
1237	15/04/2020	G&M1	330.41	330.41	-	330.41	Faster Payment	29/04/2020	Allotment Rent	25.00
					-	-	Faster Payment	30/04/2020	Allotment Rent	25.00
April Totals				412.81		412.81	April Totals			14,056.68
1238	20/05/2020	HMRC	82.60	82.60	-	82.60	Faster Payment	01/05/2020	Allotment Rent	25.00
1239	20/05/2020	G&M1	330.21	330.21	-	330.21	Faster Payment	26/05/2020	Allotment Rent	25.83
1240	20/05/2020	The Village Hall	50.00	50.00	-	50.00				-
May Totals				462.81		462.81	May Totals			50.83
1241	17/06/2020	G&M1	330.21	330.21	-	330.21				-
1242	17/06/2020	HMRC	82.60	82.60	-	82.60				-
1243	17/06/2020	Mr. K. Towler	478.00	478.00	-	478.00				-
1244	17/06/2020	Mrs. J. Cooper	40.00	40.00	-	40.00				-
1245	17/06/2020	Glendale Countryside Ltd	153.57	153.57	25.57	128.00				-
1246	17/06/2020	Came and Company	1,442.95	1,442.95	-	1,442.95				-
1247	17/06/2020	Wicksteed Leisure Ltd	653.64	653.64	108.94	544.70				-
June Totals				3,180.97		134.51	June Totals			-
1248	15/07/2020	G&M1	330.21	330.21	-	330.21				-
1249	15/07/2020	HMRC	82.60	82.60	-	82.60				-
1250	15/07/2020	Glendale Countryside Ltd	153.57	153.57	25.57	128.00				-
July Totals				566.38		25.57	July Totals			-
1251	19/08/2020	G&M1	330.21	330.21	-	330.21	Faster Payment	03/08/2020	Allotment Rent	21.66
1252	19/08/2020	HMRC	82.60	82.60	-	82.60				-
1253	19/08/2020	Mr. T. Knowles	10.50	10.50	-	10.50				-
1254	19/08/2020	Glendale Countryside Ltd	307.20	307.20	51.20	256.00				-
1255	19/08/2020	Mr. K. Towler	322.00	322.00	-	322.00				-
1256	19/08/2020	LALC	413.00	413.00	-	413.00				-
August Totals				1,465.51		51.20	August Totals			21.66
1257	16/09/2020	Glendale Countryside Ltd	153.60	153.60	25.60	128.00	BGC	07/09/2020	ELDC	14,006.68
1258	16/09/2020	G&M1	330.41	330.41	-	330.41				-
1259	16/09/2020	HMRC	82.00	82.00	-	82.00				-
1260	16/09/2020	Mr. T. Knowles	5.00	5.00	-	5.00				-
September Totals				571.01		25.60	September Totals			14,006.68
1261	21/10/2020	G&M1	402.82	402.82	-	402.82				-
1262	21/10/2020	HMRC	100.80	100.80	-	100.80				-
1263	21/10/2020	Glendale Countryside Ltd	153.60	153.60	25.60	128.00				-
1264	21/10/2020	Wicksteed Leisure Ltd	103.20	103.20	17.20	86.00				-
1265	21/10/2020	Mr. K. Towler	555.46	555.46	-	555.46				-
October Totals				1,315.88		42.80	October Totals			-
1266	18/11/2020	G&M1	353.08	353.08	-	353.08				-
1267	18/11/2020	HMRC	88.20	88.20	-	88.20				-
1268	18/11/2020	Glendale Countryside Ltd	153.60	153.60	25.60	128.00				-
November Totals				594.88		25.60	November Totals			-
1269	16/12/2020	G&M1	353.08	353.08	-	353.08				-
1270	16/12/2020	HMRC	88.40	88.40	-	88.40				-
1271	16/12/2020	PKF Littlejohn LLP	240.00	240.00	40.00	200.00				-
1272	16/12/2020	Mr. K. Towler	367.66	367.66	-	367.66				-
December Totals				1,049.14		40.00	December Totals			-
1273	20/01/2021	G&M1	353.08	353.08	-	353.08				-
1274	20/01/2021	HMRC	88.20	88.20	-	88.20				-
1275	20/01/2021	SLCC	112.00	112.00	-	112.00				-
January Totals				553.28		553.28	January Totals			-
1276	17/02/2021	G&M1	353.08	353.08	-	353.08				-
1277	17/02/2021	HMRC	88.20	88.20	-	88.20				-
February Totals				441.28		441.28	February Totals			-
1278	17/03/2021	G&M1	353.08	353.08	-	353.08	DEP	16/03/2021	HMRC re. Cheq 1277	88.20
1279	17/03/2021	HMRC	88.20	88.20	-	88.20				-
1280	17/03/2021	Mimi's Mission	200.00	200.00	-	200.00				-
March Totals				641.28		641.28	March Totals			88.20
Yearly Totals				11,255.23		345.24	Yearly Totals			28,224.05

Payments Over £100 2020/21

Chq. No.	Date	Purpose	Total
1237	15/04/2020	G&M1	330.41
1239	20/05/2020	SLCC	330.21
1241	17/06/2020	G&M1	330.21
1243	17/06/2020	Mr. K. Towler	478.00
1245	17/06/2020	Glendale Countryside Ltd	153.57
1246	17/06/2020	Came and Company	1,442.95
1247	17/06/2020	Wicksteed Leisure Ltd	653.64
1248	15/07/2020	G&M1	330.21
1250	15/07/2020	Glendale Countryside Ltd	153.57
1251	19/08/2020	G&M1	330.21
1254	19/08/2020	Glendale Countryside Ltd	307.20
1255	19/08/2020	Mr. K. Towler	322.00
1256	19/08/2020	LALC	413.00
1257	16/09/2020	Glendale Countryside Ltd	153.60
1258	16/09/2020	G&M1	330.41
1261	21/10/2020	G&M1	402.82
1262	21/10/2020	HMRC	100.80
1263	21/10/2020	Glendale Countryside Ltd	153.60
1264	21/10/2020	Wicksteed Leisure Ltd	103.20
1265	21/10/2020	Mr. K. Towler	555.46
1266	18/11/2020	G&M1	353.08
1268	18/11/2020	Glendale Countryside Ltd	153.60
1269	16/12/2020	G&M1	353.08
1271	16/12/2020	PKF Littlejohn LLP	240.00
1272	16/12/2020	Mr. K. Towler	367.66
1273	20/01/2021	G&M1	353.08
1275	20/01/2021	SLCC	112.00
1276	17/02/2021	G&M1	353.08
1278	17/03/2021	G&M1	353.08
1280	17/03/2021	Mimi's Mission	200.00

GRIMOLDBY AND MANBY PARISH COUNCIL
INTERNAL AUDIT 2020/2021

I have carried out the audit of Grimoldby & Manby Parish Council for the year 1st April 2020 to 31st March 2021 and make the following observations and notes:

A ACCOUNTS	Accounts are kept on a spreadsheet clearly showing income and expenditure, including cheque numbers.
B FINANCIAL REGS/INVOICES	The council has in place substantial Regulations, which are reviewed periodically and confirmed by council. Invoices are properly recorded and VAT properly accounted for and claimed.
C RISK ASSESSMENT	The council has in place substantial Risk Management strategies, and Risk Assessment was reviewed in February 2021 along with Standing Orders and Financial Regulations.
D PRECEPT/PROGRESS	Budget progress is regularly monitored and the precept setting process was undertaken in full at the appropriate meeting
E INCOME/VAT	Expected income was received and recorded on the spreadsheet.
F PETTY CASH	There is no petty cash held.
G SALARIES	Salaries are paid and approved by Council and a PAYE system is in place and operated by the Clerk
H ASSETS	The Asset Register is up to date and approved in March 2021
I RECONCILIATIONS	There are regular bank reconciliations and reports to council done throughout the year.
J ACCOUNTING BASIS	The correct accounting basis has been used and supported by audit trail and bank statements.
K TRUST FUND	There are no trust funds.

I have no concerns to raise regarding the Council's financial management and the Clerk has kept all records in good order, with good audit trails in place.

My only comment would be I was unable to verify the payments agreed in the minutes against the cheque schedule and the schedules were not included in the paperwork for me to cross reference against.

2020/21 has been a difficult year for all Councils and the Clerk and Councillors of Grimoldby and Manby are to be congratulated on keeping the Council on an even keel during this difficult year.

J. Cooper BSc

13th June 2021

Grimoldby and Manby Parish Council

Planning Schedule June 2021

The following comments were submitted by Grimoldby and Manby Parish Council's Planning Working Group under delegated authority in order to meet planning deadlines. Council to ratify the comments.

Our Ref	Authority	Application No.	Type	Applicant	Proposal	Location	Comments	Deadline for Comments
07/21	ELDC	N/113/00842/21	Planning Permission	Ivy Farm Ltd	Erection of 3no. Poultry units and associated buildings/equipment including water tanks, 5no. Gas tanks, a plant room, a gatehouse, a generator, 5no. Feed silo's on the site of 10no. Existing poultry units which are to be demolished, construction of an attenuation pond and bunding to the maximum height of 1m.	Causeway Bridge Farm, 48 Church Lane, LN11 8HL	Grimoldby and Manby Parish Council object to this application on the grounds that 1) the proposed limit on flow into the LMDB's maintained drain is too high. 2) There is no turning space within the site for the Fire Brigade's vehicle to turn. 3) The huge increase in vehicular traffic flow and 4) the disruption this will cause to local residents. 5) A site survey plan showing how and where their drainage connects into the open drainage ditches towards the eastern side has not been provided so how can it be ascertained whether this is legal or not.	28/05/2021
08/21	ELDC	N/067/00276/21	Planning Permission	Mr. J. McAlinden	Two storey and single storey extensions and alterations to an existing dwelling to provide an enlarged diner/kitchen/living room, bathroom, utility room and playroom on the ground floor and an integral garage with 2 additional bedrooms and bathroom above.	The Haven, Hawthorne Close, LN11 8SR	No comments made on this third amendment. Council objected on all other previous occasions.	12/06/2021
09/21	ELDC	N/067/01134/21	Planning Permission	Mr. J. Lamming	Erection of a horse schooling area with fencing to a maximum height of 1.22m.	Eastfield Farm, Eastfield Lane, LN11 8TD	No objections.	19/06/2021