

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 17th July 2024 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.



Mrs. L.M. Phillips

Clerk

Dated this 12th Day of July 2024

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 19th June 2024 and authorise the Chairman to sign the official minutes.
5. **Finance**
To receive, note and duly resolve to authorise:
 - a. The Financial Report for July, showing a closing balance on 13th June 2024 of £86,720.93 which agrees to the closing balance on the bank statement issued on 14th June 2024.
 - b. Cheques for payment, listed on the Cheque Schedule 071724 totalling £4,692.74.
 - c. Cashbook Record of Payments and Receipts for Months 1 and 2.
6. **Planning**
 - a. **Applications received by the Local Planning Authority**
To consider current applications including those listed in the schedule (Plans_07_17_24) / ratify comments already made by the Planning Working Group.
 - i. At the time of printing no plans had been received.
 - b. **Planning Decisions to Note**
Council to note any planning decisions received:
 - i. At the time of printing none had been received.
7. **Rights of Way Improvement Plan**
Council to consider making a corporate response to the above. Original email with details circulated to Councillors on 10th June and 10th July 2024.
8. **LALC Annual Training Scheme**
Council to resolve upon whether it wishes to join the above at a cost of £140.00 + VAT.

Grimoldby and Manby Parish Council

Members of the public should note that the following item may go into closed session.

9. Allotments

To consider correspondence / requests for permissions from Allotment Holders and resolve upon the way forward.

10. Any Other Business

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

11. Next Meeting

Council to note that the date of the next scheduled meeting is Wednesday 18th September 2024.

**MINUTES OF THE MEETING OF GRIMOLDBY AND MANBY PARISH COUNCIL
HELD AT GRIMOLDBY VILLAGE HALL
ON WEDNESDAY 19TH JUNE 2024**

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

Councillors: B. Adams (BA), C. Fairburn (CF), R. Hampton (RH), N. Hind (NH), Mrs. L. Knowles (LK), M. Starsmore (MS), T. Vamplew (TV)

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

Three members of the public and the Clerk, Mrs. L.M. Phillips were also present.

A lady spoke in the public forum about the allotments confirming that she would like to be given permission to keep a pond, trees, raised beds and black plastic. She explained that the black plastic was for suppressing weeds and that the raised beds were made from cement board. She reported that she would tidy up and asked for permission to build a pallet structure.

T26. Apologies for Absence

Apologies for absence were received from Cllrs. MB and AB.

T27. Chairman's Remarks

The Chairman reported that he had had a conversation with Craig Leslie the owner of Beech Grove. He hoped that by the Council's July meeting he would have something concrete to report regarding the building's future as there was a meeting planned soon. The Chairman also informed those present that he had received a complaint about motorbikes driving around the Tedder Hall site. The Police had said it was a civic matter and not criminal until the land owners pursued a charge. He did not think that Mr. Leslie had granted permission but there was another land owner who might have done. Finally, he confirmed that he was looking into the muddy footprint situation on the verge opposite the Post Office and the bollards which had been put up.

T28. Declarations of Interest / Dispensations

a. Cllr. NH declared an interest in agenda item 8 as an allotment tenancy holder.

T29. Council Minutes

It was **RESOLVED** to approve as a correct record the Minutes of the Council Meeting held on 15th May 2024 with hand written amendments to:

- a. Those present to show that Cllr. MB had not been present. Delete reference to Mrs. NT and show that Cllrs. BA and CF had been present.
- b. T21 d to amendment reference within to plots 6 and 7 to read plots 7 and 8.

T30. Annual Grimoldby and Manby Parish Meeting 2023/24 Draft Minutes

The Council received the above and noted that no proposals had been made by members of the public.

T31. Co-option

The Council received an application for co-option onto the Council and after discussion **RESOLVED** to co-opt Mr. Richard Hampton. Mr. Hampton signed the declaration of acceptance of office and joined the meeting as a Councillor.

T32. Finance

The Council received, noted and duly **RESOLVED** to authorise:

- a. The Financial Report for June, showing a closing balance on 7th May 2024 of £89,710.88 which agreed to the closing balance on the bank statement issued on 12th May 2024.
- b. The cheques listed on the Cheque Schedule 061924 – totalling £1,889.31.
- c. 2023/24 Final Accounts.

T33. Allotments

The Council considered requests from allotment holders and **RESOLVED** as follows:

- a. Plots 7 and 8 – to grant permission for the raised beds and trees but instruct that the trees should not be allowed to grow over 5ft tall, as stipulated to all others. Request that any black plastic be removed from the site and that the pond be removed as soon as possible and the path between allotments 7 and 8 be reinstated. Any tyres and bricks on the site also to be removed and ask that any spades and other tools not

be left out and request that the allotments be tidied up in general. Confirm that the Council would look again at the site at the end of August and so it would be grateful if the works could be completed by then.

With regard to the pallet structure mentioned, request that a drawing of the proposals along with sizes and where on the plot it would be placed should be submitted and the Council would consider this.

- b. Plot 9 - grant permission for the raised beds circled in the photograph supplied. However, request that any objects situated next to the fence (adjacent to the car park) be removed but suggest that permission for them be sought, perhaps at the other end of the plot (possibly tied to stakes) or permission be sought for an alternative solution in another position which would be a more substantial but not a permanent structure.
- c. Plot 10 – grant permission for the trees but request that these not be allowed to grow over 5ft in height. However, request any objects situated next to the fence (adjacent to the car park) be removed but suggest that permission for it be sought, perhaps at the other end of the plot (possibly tied to stakes) or permission be sought for an alternative solution in another position which would be a more substantial but not a permanent structure.

T34. Annual Governance and Accountability Return (AGAR) 2023/24

The Council **RESOLVED**:

- a. To receive and note the report of the internal auditor.
- b. To approve completion of the Annual Governance Statement (Section 1 of the AGAR) for the financial year 2023/24 by the addition of ticks against 'Yes' in boxes 1 to 8, in box 9 a tick against 'N/A' should be entered and authorise signing by the Chairman and the Clerk.
- c. To consider and approve the Accounting Statements (Section 2 of the AGAR) for the financial year 2023/24 as certified by the RFO and authorise signing by the Chairman.
- d. To note that the period for the exercise of public rights must include the first 10 working days of July, must be at least 30 consecutive working days long, must commence as soon as possible after approval of the AGAR and with this in mind, approve that the period for the exercise of public rights should be set from Friday 21st June 2024 to Friday 2nd August 2024.

T35. Planning

a. Applications received by the Local Planning Authority

The Council noted that there were no planning applications to consider.

b. Planning Decisions to Note

The Council noted the following planning decision had been received:

- i. N/067/00595/24 – Whitegate House, Tinkle Street, LN11 8TF – Full Planning Permission

T36. Review of Policies and Procedures

The Council noted that the following had been reviewed, that no documents required more than a date change and that copies of all policies and procedures had been emailed to Councillors on 10th June 2024. It was **RESOLVED** Council to approve continued use of:

- a. General Data Protection
 - i. Data Protection Policy – no changes
 - ii. Subject Access Requests Policy – no changes
 - iii. Social Media and Electronic Communication Policy – no changes
 - iv. Secure Disposal of Information Policy – no changes
 - v. Retention of Documents Policy – no changes
 - vi. General Privacy Notice – no changes
 - vii. Staff and Councillor Privacy Notice – no changes
 - viii. Information Security Incident Policy – no changes
- b. Complaints Procedure – no changes
- c. Policy on Handling of Freedom of Information Requests – no changes
- d. Co-option Policy – no changes

T37. Correspondence from Lloyds Bank

The Council received correspondence from Lloyds Bank and **RESOLVED** that the Clerk should look into the possibility of opening a second Council account and bring back a recommendation for consideration by the Council.

T38. Rights of Way Improvement Plan Survey

The Council considered making a corporate response to the above. Original email with details circulated to Councillors on 10th June 2024. It was **RESOLVED** to defer making a decision on this item to the next meeting.

T39. Archer Survey

Further to information circulated by email on 10th June 2024 the Council noted that the Lincolnshire Road Safety Partnership had undertaken speed surveys on Carlton Road, Manby at 3 locations. However, the criteria required for either fixed or mobile speed camera enforcement had not been met.

T40. Any Other Business

No information was exchanged in this item.

T41. Next Meeting

The Council noted that the date of the next scheduled meeting was Wednesday 17th July 2024.

The meeting closed at 8.38pm

Signed _____ (Chairman) Dated _____

Financial Report - July 2024

			£	£
Opening balance as at 14th May 2024				89,710.88
ADD receipts	Smith YC	Pavilion Rent		56.00
				<u>89,766.88</u>
LESS payments				
1450	SLCC	Annual Membership	139.20	
1463	Grimoldby Cricket Club	Grant	200.00	
1466	HMRC	Employer Costs	160.46	
1469	NSALG	National Allotment Assoc. Subs	66.00	
1470	G&M1	Employer Costs	627.55	
1471	HMRC	Employer Costs	160.66	
1472	Mr. T. Knowles	GRS Signs re. Disclaimer Signs at Play Park and Tennis Cou:	246.00	
1473	Zurich Municipal	Insurance	1267.95	
1474	Mr. K. Towler	Village Maintenance	433.33	
1475	Adrip Plumbing Ltd	Repair Leaking Toilet at the Pavilion	84.00	
1476	G&M1	Employer Costs	627.75	
1477	HMRC	Employer Costs	160.46	
1478	Mr. K. Towler	Village Maintenance May	433.33	
1479	British Gas Trading Ltd	Pavilion Electric	127.77	
1480	Dave Skells Traffic Management Ltd	2 x cuts of Amenity Grass	300.00	
1481	Grimoldby and Manby Village Hall	Grant	200.00	
1482	Mrs. J. Cooper	Internal Audit	40.00	
1483	G&M1	Employer Costs July	627.55	
1484	HMRC	Employer Costs July	160.66	
1485	Mr. K. Towler	Village Maintenance July	433.33	
1486	LALC	Annual Subscription	453.44	
1487	Bridge McFarland LLP	Legal Fees re. Pavilion Agreement	600.00	
1488	Broxap Ltd	3 x Bins and Fixing Kits	1,196.22	
1489	G&M1	Employer Costs August	627.75	
1490	HMRC	Employer Costs August	160.46	
1491	Mr. K. Towler	Village Maintenance August	433.33	
			<u>9,967.20</u>	<u>79,799.68</u>
ADD Uncleared Cheques				
1450	SLCC	Annual Membership	139.20	
1463	Grimoldby Cricket Club	Grant	200.00	
1476	G&M1	Employer Costs	627.75	
1477	HMRC	Employer Costs	160.46	
1478	Mr. K. Towler	Village Maintenance	433.33	
1479	British Gas Trading Ltd	Pavilion Electric	127.77	
1480	Dave Skells Traffic Management Ltd	2 x cuts of Amenity Grass	300.00	
1481	Grimoldby and Manby Village Hall	Grant	200.00	
1482	Mrs. J. Cooper	Internal Audit	40.00	
1483	G&M1	Employer Costs July	627.55	
1484	HMRC	Employer Costs July	160.66	
1485	Mr. K. Towler	Village Maintenance July	433.33	
1486	LALC	Annual Subscription	453.44	
1487	Bridge McFarland LLP	Legal Fees re. Pavilion Agreement	600.00	
1488	Broxap Ltd	3 Bins and Fixing Kits	1,196.22	
1489	G&M1	Employer Costs August	627.75	
1490	HMRC	Employer Costs August	160.46	
1491	Mr. K. Towler	Village Maintenance August	433.33	
Closing balance as at 13th June 2024			<u>6,921.25</u>	<u>86,720.93</u>

Cheque Schedule 071724

July 2024							
Cheque No.	Supplier / Payee	Details	Cheque Total	Invoice Total	VAT	Net	Ref
1483	G&M1	Employer Costs July	627.55	627.55	-	627.55	
1484	HMRC	Employer Costs July	160.66	160.66	-	160.66	
1485	Mr. K. Towler	Village Maintenance July	433.33	433.33	-	433.33	29
1486	LALC	Annual Subscription	453.44	453.44	-	453.44	14509
1487	Bridge McFarland LLP	Legal Fees re. Pavilion Agreement	600.00	600.00	100.00	500.00	221770
1488	Broxap Ltd	Bins and fixing kits	1,196.22	1,196.22	199.37	996.85	320973
TOTALS			3,471.20	3,471.20	299.37	3,171.83	

August 2024							
Cheque No.	Supplier / Payee	Details	Cheque Total	Invoice Total	VAT	Net	Ref
1489	G&M1	Employer Costs August	627.75	627.75	-	627.75	
1490	HMRC	Employer Costs August	160.46	160.46	-	160.46	
1491	Mr. K. Towler	Village Maintenance August	433.33	433.33	-	433.33	
TOTALS			1,221.54	1,221.54	-	1,221.54	

Grand Total			4,692.74	4,692.74	299.37	4,393.37	
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Cashbook 2024/25

Chq. No.	Date	PAYEE	OUT				IN			
			Cheque Total £	Total £	VAT £	Net £	Ref	Date	PAYEE	Amount £
1465	17/04/2024	G&M1	627.75	627.75	-	627.75	FPI	02/04/2024	Plot 5	25.00
1466	17/04/2024	HMRC	160.46	160.46	-	160.46	FPI	08/04/2024	Plot 2	25.00
1467	17/04/2024	GRS Signs	369.60	369.60	61.60	308.00	FPI	08/04/2024	Plot 4	25.00
1468	17/04/2024	Mrs. L. Phillips	9.00	9.00	-	9.00	FPI	08/04/2024	Plot 6	25.00
1469	17/04/2024	NSALG	66.00	66.00	11.00	55.00	FPI	08/04/2024	Plots 7 & 8	50.00
							FPI	08/04/2024	Plot 10	25.00
							FPI	09/04/2024	Plot 3	30.00
							FPI	09/04/2024	Plot 1	25.00
							BGC	19/04/2024	Precept Installment 1	10,141.47
April Totals			1,232.81	1,232.81	72.60	1,160.21				10,371.47
1470	15/05/2024	G&M1	627.55	627.55	-	627.55	FPI	07/05/2024	Plot 9	25.00
1471	15/05/2024	HMRC	160.66	160.66	-	160.66	FPI	28/05/2024	Smith YC	56.00
1472	15/05/2024	Mr. T. Knowles re. GRS	246.00	246.00	41.00	205.00				
1473	15/05/2024	Zurich Municipal	1,267.95	1,267.95	-	1,267.95				
1474	15/05/2024	Mr. K. Towler	433.33	433.33	-	433.33				
1475	15/05/2024	Adrip Plumbing Ltd	84.00	84.00	14.00	70.00				
May Totals			2,819.49	2,819.49	55.00	2,764.49				81.00
Grand Totals			2,819.49	2,819.49	2,819.49	2,819.49	Grand Totals			10,452.47

LCC Rights of Way Improvement Plan Survey

Consultation Closes 28th July 2024

	Question	Answer
1	Please tell us in what capacity you are responding. Please select the most relevant if more than one applies.	Parish/town council
2	If you would like to, please tell us your name	Lynda Phillips
3	If relevant, please provide your organisation name	Grimoldby and Manby Parish Council
4	Please leave your email address. This is for contacting you to discuss your responses if clarification is required (optional)	grimoldbyandmanbypc@outlook.com
5	From your perspective, what are the current and likely future needs of the public from the perspective of the following:	
	Walkers	
	Runners	
	Disabled users	
	Horse riders	
	Cyclists	
	Carriage drivers	
	Off road motorcycling	
	Off road vehicle users	
6	What are the improvements you feel the ROWIP 2025 should focus on?	
7	Are there any specific user groups you feel we should be consulting? Please provide their organisation name and contact information, if known.	

Potential Impacts

The Equality Act 2010 was set by the UK government. It says we, the council, must think about how changes might affect people with 'protected characteristics'. It also says we must think what can be done to reduce or stop negative impact(s). In Lincolnshire we include others we think should be part of this process too.

Does the current rights of way management have an impact on you or individuals your organisation represents because of any of the following:

8	Age:	Positive Impact Negative Impact N/A	
9	Disability	Positive Impact Negative Impact N/A	
10	Gender	Positive Impact Negative Impact N/A	
11	Gender Reassignment	Positive Impact Negative Impact N/A	
12	Marriage/civil p'ship	Positive Impact Negative Impact N/A	
13	Pregnancy/maternity	Positive Impact Negative Impact N/A	
14	Race	Positive Impact Negative Impact N/A	
15	Religion	Positive Impact Negative Impact N/A	
16	Sexual Orientation	Positive Impact Negative Impact N/A	
17	Rural residents	Positive Impact Negative Impact N/A	
18	Those living in poverty	Positive Impact Negative Impact N/A	
19	If you think there might be a negative effect, please use this space to tell us: <ul style="list-style-type: none">• To which protected characteristic(s) you are referring• How the option we're suggesting might affect you• How those negative effects could be reduced or stopped		