

Minutes of Meeting of Partney and Dalby Parish Council held 7pm 16th May 2023 in the Victory Hall, Partney

Present: Cllr J Oliver (Chair) Cllr B Dawson Cllr E Middleton Cllr P Risi Cllr V Risi Cllr S Sargeant

Member of Public present: 4

Also in attendance: Jane Slaymaker – Parish Clerk

9. To elect a Chair and receive the signed Declaration of Acceptance of Office

It was resolved to elect Cllr Oliver as Chair and the Declaration of Acceptance of Office was signed.

10. Election of Vice- Chair

It was resolved to elect Cllr S Sargeant as Vice-Chair.

11. To suspend the meeting to allow a period of public participation/forum and resume Parish Council meeting after the public forum

The meeting was suspended at 6.59pm. A resident was unhappy with the decision to increase the precept. The Chair confirmed that the decision had not been taken lightly and that expenditure exceeded income. The covid grant money is being held for capital expenditure. The meeting resumed at 7.02pm

12. To receive any apologies and accept valid reasons of absence

There were no apologies.

13. To receive any declarations of interest in accordance with the Localism Act 2011 and consider any requests for dispensations in relation to Disclosable Pecuniary Interests or any other interests as outlined in the Council's Code of Conduct

No declarations of interest were declared.

14. To receive and approve the draft notes of the Meeting held on 14th March 2023

It was resolved to approve the minutes of the meeting held on 14th March 2023 as a true record and the minutes were signed by the Chair.

15. To receive and approve the draft notes of the Extraordinary Meeting held on 25th April 2023

It was resolved to approve the minutes of the Extraordinary Meeting held on 25th April 2023 as a true record and the minutes were signed by the Chair.

16. To receive reports from the County and District councillors

County Cllr Davie had given his report at the Annual Parish Meeting earlier.

17. Finance

a) To formally note financial position

It was noted that the current account was £7,651.49 and the instant access savings account was £6,713.77. A decision to move some money into the savings account will be discussed at the next meeting.

b) To formally note bank reconciliations

The bank reconciliations for the end of the financial year and the current bank balances were noted and signed by the Chair.

c) To consider applying for a debit card and resolve action

It was resolved that the Clerk apply for a debit card with a spend restriction of £150.

d) To formally approve any automated, retrospective and future payments to be made

It was resolved to approve the following payments:

23.03.23	Viking office supplies	£23.87
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27.03.23	Anglian Water DD	£8.00
10.04.23	Plusnet DD	£23.62
27.04.23	Nick King Cemetery grass	£210.00
10.05.23	Plusnet DD	£23.62
16.05.23	V Clark Internal audit	£40.00
16.05.23	Karis Gardening Services village maintenance	£188.00
31.05.23	Salary May	£100.79
30.06.23	Salary June	£100.79

e) To note any income received since the last meeting

The following payments were noted:

06.04.23	Precept	£5,760.00
06.04.23	Vat refund for 2022/23	£111.53
11.04.23	Cemetery application for gravestone	£110.00

18. AGAR Annual Governance and Accountability Return 2022/23

a) To receive the report of the Internal Auditor

It was resolved to receive the report of the Internal Auditor.

b) To receive the Balance Sheet for the year end 31st March 2023, to be signed by the Chair and the Responsible Finance Officer

It was resolved to receive the Balance Sheet for year end 31st March 2023 and it was signed by the Chair and the RFO.

c) To consider and approve the Annual Governance Statement (Section 1 of the Annual Governance and Accountability Return (AGAR)) for financial year 2022/23 and authorise signing by the Chair and the Parish Clerk

It was resolved to approve the Annual Governance Statement (Section 1 of the Annual Governance and Accountability Return (AGAR)) for financial year 2022/23 and it was signed by the Chair and the Clerk.

d) To consider and approve the Accounting Statements (Section 2 of the AGAR) for financial year 2022/23 and authorise signing by the Chair

It was resolved to approve the Accounting Statements (Section 2 of the AGAR) for financial year 2022/23 it was signed by the Chair.

e) To consider and approve the Certificate of Exemption and authorise signing by the Chair and Parish Clerk

It was resolved to approve the Certificate of Exemption and it was signed by the Chair and Clerk.

f) To consider and approve commencement date for the exercise of public rights of inspection of the accounts

It was resolved to approve a commencement date of 5th June 2023 for the exercise of public rights of inspection of the accounts.

19. Planning Matters

a) To consider any planning applications received since the last meeting

There were no current planning applications.

b) To note any planning decisions and/or appeal notifications since the last meeting

It was noted that planning approval had been granted for application ref: N/041/00017/23- erection of a walled garden, provision of an outdoor swimming pool and erection of a pavilion, at Dalby Hall, Main Road, Dalby.

20. Village Matters

a) To receive an update on highway matters

Cllr Risi confirmed that the Pride Team would not undertake any more moss clearing from the pavement due to the condition of the pavements. Cllr Risi to bring an update to the next meeting

regarding a 40mph through Dalby with solid white line road marking and the redundant national speed limit sign.

b) To receive a report on the King's Coronation and resolve action

The dinner and dance was a great success and Cllrs were pleased to see the community spirit. It was resolved to grant £500 to the Victory Hall Committee towards the expenses of the Coronation event.

c) To discuss effluent discharge on Dalby Road/A 16 and resolve action

The effluent discharge had been logged twice with the Environment Agency. If it is not resolved it requires further reporting.

d) To consider most suitable location for a noticeboard and resolve action

It was decided to enquire if a noticeboard could be fixed to the Victory Hall. This being preferable to a free-standing noticeboard. The Chair to send round preferred noticeboard option prior to purchase.

e) To discuss planting scheme for the village planters and resolve action

It was resolved that the budget for replanting the planters be £100.

21. Internal Council Matters

a) To consider Terms of Reference for a Planning Committee and resolve action

Following a discussion it was resolved to refer all planning applications to the Chair within 2 working days. If deemed necessary the Chair would call an Extraordinary Meeting. Otherwise, the Clerk to request that all Cllrs submit a comment to the Clerk individually. If there is a consensus, then the Clerk to have delegated authority to submit a comment to ELDC. If comments are not consistent then the Chair will call an Extraordinary Meeting. It was agreed that Cllr P Risi be appointed Planning Lead, with responsibilities to be determined.

b) To review the Council's Standing Orders

The Council's Standing Orders were reviewed and agreed.

c) To review the Financial Regulations

The Financial Regulations were reviewed and agreed.

d) To review the Council's Code of Conduct

The Council's Code of Conduct was reviewed and agreed.

e) To consider Terms of Reference for a Staffing Committee and resolve action

It was decided to defer this item.

f) To consider a schedule of meetings for 2023/24

It was agreed that the Council would meet every other month on the second Tuesday at 7pm.

g) To consider candidates for co-option and resolve action

It was resolved to appoint Mr A Ratcliffe and he would be invited to the next meeting.

h) To consider and approve a Co-option policy and agree review date

The Co-option policy was approved.

22. To receive correspondence and note any action required

Tree planting and orchard initiative.

23. Clerk and Councillor Reports (for information only)

The insurance renewal is due shortly. The Clerk is querying the level of cover.

Lalc had sent their current training programme. Cllrs to contact the Clerk if they wish to attend training.

24. To note the date of the next meeting of the Parish Council

It was noted that the next Parish Council meeting would be Tuesday 11th July at 7pm.

The meeting closed at 8.28pm.