

# Minutes of Annual Meeting of Partney and Dalby Parish Council held 7pm 14<sup>th</sup> May 2024 in the Victory Hall, Partney

## Present:

Cllr Jacqueline Oliver (Chair)      Cllr Beth Dawson      Cllr Richard Jones      Cllr Mick Lovelock  
Cllr E Middleton      Cllr A Ratcliffe      Cllr Packa Risi      Cllr Valerie Risi      Cllr Sue Sargeant

## Also in attendance:

3 Members of the Public  
County Councillor Colin Davie, District Councillor Will Grover  
Jane Slaymaker – Parish Clerk

1. It was resolved to elect Jacqueline Oliver as Chair and the Declaration of Acceptance of Office was signed.
2. It was resolved to elect Sue Sargeant as Vice-Chair.
3. It was resolved to suspend the meeting to allow a period of public participation. County Cllr Davie to arrange a date with Highways to discuss current issues with Councillors. Cllr Davie reported that there had been additional Highways and Flooding funding. He updated on the County's position regarding the National Grid proposals. Cllr Davie left the meeting at 7.29pm and Cllr Grover arrived at 7.30pm. Members of the public raised concerns about car speeding through the village. It was confirmed that the verge by the footpath towards the cemetery is owned and maintained by the County Council. Three members of the public left the meeting at 7.37pm.
4. There were no apologies.
5. There were no declarations of interest received.
6. It was resolved to approve the minutes of the meeting held on 12<sup>th</sup> March 2024 and the Chair signed the minutes.
7. It was resolved to approve the minutes of the extraordinary meeting held on 23<sup>rd</sup> April 2024 and the Chair signed the minutes.
8. District Councillor Grover reported that a loan fund had been created using Viking Link income. The loans would be available for rural and community schemes and projects. The deadline for the GrassRoots grant fund has been extended to March 2025. The penalty for fly-tipping has increased to £1,000.
9. **Finance**
  - a) It was noted that the current account balance was £5,509.19 and the reserves balance: £7,457.62.
  - b) It was resolved to approve renewal of Council's insurance with Zurich at £223.05.
  - c) Bank transfers totalling £350 from the interest account to the current account on 15.03.24 and 15.04.24 were noted.
  - d) It was resolved to approve the following payments:
    - 18.03.24 Sprint Signs cemetery signage (Local Government Act 1972 s.214) £110.00
    - 11.04.24 Karl Valentine cemetery grass cutting (Local Government Act 1972 s.214) £70.00
    - 15.05.24 MiJan Limited EasyPC accounts (LGA 1972 s.111) £60.00
    - 15.05.24 ICCM cemetery membership fee (Local Government Act 1972 s.214) £100.00
    - 15.05.24 K and K Grass Cutting – cemetery April £140.00
    - 15.05.24 K and K Grass Cutting – village Mar-Apr £120.00
    - 15.05.24 Country Bumpkins plants £120.00
    - 15.05.24 Tongs (S Sargeant) grass seed £17.00
    - 15.05.24 Sainsburys (S Sargeant) APM refreshment (LGA s.111) £4.35

05.12.23 V Clark audit (LGA 1972 s.111) £40.00  
24.04.24 Wave cemetery water rates (Local Government Act 1972 s.214) £10.56 DD  
24.04.24 Direct365 paediatric defib pads (Public Health Act 1936 s.234) £143.04 debit card  
31.05.24 Salary £164.19 (LGA 1972 s.112)  
30.06.24 Salary £164.19

e) The following income received was noted:

11.03.24 Interest £8.59  
09.04.24 Interest £7.86  
11.04.24 HMRC Tax refund £139.49  
19.04.24 ELDC Precept £5,760.00

## **10. AGAR Annual Governance and Accountability Return 2023/24**

- a) It was resolved to approve cash book income and expenditure 2023-24 statements for publication.
- b) It was resolved to approve the asset register for publication.
- c) The annual Internal Auditor report was noted and approved for publication.
- d) The Balance Sheet for the year end 31<sup>st</sup> March 2024 was received and signed.
- e) It was resolved to approve the Annual Governance Statement (Section 1 of the Annual Governance and Accountability Return (AGAR)) for financial year 2023/24 and the Chair and the Parish Clerk were authorised to sign it.
- f) The bank reconciliation, variance analysis and the Annual Accounting Statement 2023-24 were received and Chair was authorised to sign.
- g) It was resolved to approve the Certificate of Exemption and Chair and Parish Clerk were authorised to sign.
- h) It was resolved that the commencement date for the exercise of elector's rights of inspection of the accounts to be 3rd June – 12<sup>th</sup> July 2024.

## **11. Council Reserves**

It was resolved to approve the Council Reserves:  
Ring-fenced covid grant £2,686.77 remaining. General reserves £4,982.

## **12. Planning Matters**

- a) No planning applications had been received since the last meeting
- b) No planning decisions and/or appeal notifications had been received since the last meeting.

## **13. Village Matters**

- a) No further information had been received regarding the Fairfield footpath. Cllr Grover offered to chase with ELDC. An update had been received from LCC Highways concerning the A16 and A158. The assessment for speed restrictions did not meet the criteria. It is hoped that a joint meeting with Highways, Cllr Davie and Councillors would resolve issues. It was agreed that the Clerk writes to Partney School regarding speeding at school collection time.
- b) It was resolved to delegate action to the Chair and Clerk to receive quotations for the purchase of a litter bin to be situated on Skegness Road near the bus stop following further discussion with ELDC and proceed with the most favourable quotation. Under Litter Act 1983 subsection 5&6,
- c) It was agreed to contact Partney fuel station to request a contribution towards the purchase of a new litter bin. The Clerk to progress.
- d) It was agreed to progress a Parish Action Plan following feedback from a short resident survey to be placed in the Navigator magazine.
- e) It was resolved to delegate action to the Clerk to receive quotations for the hire of a skip for one day for the use of residents and proceed with the most favourable quotation.

Under LGA 1972 s.137. It was stated that Coffee Morning money could be available to help fund this if needed.

- f) It was resolved to purchase two flower baskets for the cemetery railings at the approximate cost of £40 each. Under Highways Act 1980 s.96.

#### **14. Internal Council Matters**

- a) It was resolved to approve the Council's Standing Orders.
- b) It was resolved to approve the Financial Regulations.
- c) It was resolved to approve a Debit Card policy and to review with the Financial Regulations.
- d) It was resolved to approve the Council's Code of Conduct
- e) It was resolved to approve the Terms of Reference for a Staffing Committee
- f) It was resolved to approve the following Councillor responsibilities:  
Safeguarding: Cllr Oliver, Finance: Cllr Middleton, Cemetery: Cllr Jones, Highways: Cllr Ratcliffe, Planning: Cllr P Risi, Website: Cllr Lovelock, Staffing Committee: Cllrs Lovelock, Middleton and Sargeant.
- g) The schedule of meetings for 2024/25 was agreed, being 9<sup>th</sup> July, 10<sup>th</sup> September, 12<sup>th</sup> November, 8<sup>th</sup> January, 11<sup>th</sup> March and 13<sup>th</sup> May.
- h) It was resolved to appoint CloudNext for domain name registration and email hosting at equivalent of £105 a year. This being the most cost effective option and a known company.
- i) The monthly Cemetery checklist was noted, and it was resolved to delegate action to the Clerk to receive quotations for a standpipe tap and proceed with the most favourable quotation.
- j) It was resolved to approve the slightly amended Cemetery Regulations. It was noted that memorial inspections will take place soon and this will be advertised at the Cemetery and elsewhere to inform residents.

**15.** Correspondence received: early stage proposals from National Grid concerning the location of pylons. The information had been shared on the noticeboard and website.

**16.** The Clerk reported that the War Graves signage had been put on the Cemetery railings. The regular checking of the defibrillator will be undertaken by the Clerk. The infant defibrillator pads had been received.

**17.** The next meeting of the Parish Council will be 7pm on 9<sup>th</sup> July.

The meeting closed at 8.50pm