

## Partney and Dalby Parish Council

Dear Councillors,

You are summoned to attend the Annual Meeting of the Parish Council to be held on Tuesday 12<sup>th</sup> May 2026 in Partney Victory Hall at 7.00pm.

**There is an Open Forum at each meeting where Members of the Public are invited to ask questions or make short statements to the Council in relation to the business on the agenda.**

Please note that any recommendations made at this meeting by the Parish Council in respect of planning applications on the agenda are advisory only and not binding on East Lindsey District Council. Documents relating to the applications may be viewed at [www.e-lindsey.gov.uk/Planning](http://www.e-lindsey.gov.uk/Planning). It is recommended that any comments you wish to make be submitted direct to East Lindsey District Council, either by their website as above or by letter.

Signed *Jane Slaymaker* - Parish Clerk

06.05.2026

### Agenda

1. To elect a Chair and receive the signed Declaration of Acceptance of Office
2. Election of Vice-Chair
3. To resolve to suspend the meeting to allow a period of public participation/forum and resume Parish Council meeting after the public forum
4. To note any apologies and accept valid reasons of absence
5. To receive any declarations of interest in accordance with the Localism Act 2011 and consider any requests for dispensations<sup>1</sup> in relation to Disclosable Pecuniary Interests or any other interests as outlined in the Council's Code of Conduct
6. To receive and approve the minutes of the meeting held on 10<sup>th</sup> March 2026
7. To receive reports from the County and District councillors
8. **Finance**
  - a) To formally note financial position
  - b) To consider and approve renewal of Council's insurance with Zurich at £287.01
  - c) To agree a schedule of direct debits paid by the Council: ICO, Wave, Lloyds
  - d) To agree a transfers of £5,000 from current account to interest/reserves account
  - e) To review and approve the bank mandate
  - f) To formally approve any automated, retrospective and future payments to be made:
    - 12.03.26 Partney, Dalby & Dexthorpe Victory Memorial Hall hire charge 25/26 £235.00
    - 21.03.26 Amazon bus shelter planters x2 (grant money) debit card (LGA 1972 s.111) £67.98
    - 30.03.26 A Cannell village grounds maintenance (Highways Act 1980 s.96) £120.00
    - 30.03.26 A Cannell cemetery grass cutting March (Local Government Act 1972 s.214) £150.00
    - 09.04.26 Lloyds bank fee £4.25
    - 20.04.26 ICCM Membership £110
    - 20.04.26 Cloud Next Ltd email hosting £59.98
    - 20.04.26 Victoria Clark End of Year Internal Audit £43.50

21.04.26 Countryside Plants Ltd plants (grant money) debit card (Highways Act 1980 s 96) £31.92  
04.26 Amazon litter pickers (LGA 1972 s.111) £19.49  
09.05.26 Lloyds bank fee £4.25  
24.04.26 Wave cemetery water DD £5.74  
12.05.26 Easy PC accountancy software £60  
31.05.26 Salary £214.30 (LGA 1972 s.112)  
30.06.26 Salary £214.30

g) To note any income received since the last meeting:

09.03.26 Interest £1.39  
09.04.26 Interest £3.02  
22.04.26 ELDC Precept £6,565

## **9. AGAR Annual Governance and Accountability Return 2025/26**

- a) To receive, consider and approve cash book income and expenditure 2025-26 statement
- b) To receive, consider and approve asset register for publication
- c) To receive the annual Internal Auditor report, note any recommendations and approve publication
- d) To receive the Balance Sheet for the year end 31<sup>st</sup> March 2026, to be signed by the Chair and the Responsible Finance Officer
- e) To receive, consider and approve the Annual Governance Statement (Section 1 of the Annual Governance and Accountability Return (AGAR)) for financial year 2025/26 and authorise signing by the Chair and the Parish Clerk
- f) To receive, consider and approve the bank reconciliation, variance analysis and the Annual Accounting Statement 2025-26 (Section 2) and authorise signing by the Chair
- g) To consider and approve the Certificate of Exemption and authorise signing by the Chair and Parish Clerk and publication of documents on the parish council's website to meet obligations specified in the Council's Publication scheme, Transparency Code and Accounts and Audit Regulations
- h) To consider and approve commencement date for the exercise of elector's rights of inspection of the accounts to be exercised 3<sup>rd</sup> June to 14<sup>th</sup> July 2026

## **10. Council Reserves**

To consider and approve the allocation of Council Reserves of £8,890  
Ring-fenced covid grant £2,476.73 remaining. General reserves £5,252, Defibrillator Fund: £100, Emergency Planning Fund: £50, Office Equipment Replacement Fund: £150, Street Furniture Replacement Fund: £100, Cemetery Maintenance Fund: £761

## **11. Planning Matters**

- a) To consider any planning applications received since the last meeting including ref:00516/26/FUL - Erection of 1 no. dwelling. Land adjacent Birchwood Cottage Skegness Road Partney
- b) To note any planning decisions and/or appeal notifications since the last meeting

## **12. Village Matters**

- a) To receive an update on highway matters
- b) To note correspondence from a resident, sent to ELDC and their response, concerning highways littering
- c) To receive any Parish Plan updates and allocate Councillor Leads for Housing, Broadband and Littering
- d) To note LCC consultation for 'no waiting' restriction on approach from roundabout to Partney Fuel Station (previously circulated)
- e) To receive an update regarding the Speed Watch initiative (cllr Sargeant)

- f) To consider possible village projects should additional funding become available and resolve action
- g) To discuss approaching the PCC to ascertain plans for the village interpretation panel and resolve action

### **13. Internal Council Matters**

- a) To review the Council's Standing Orders
- b) To review the Financial Regulations
- c) To review the Debit Card policy
- d) To review the Council's Code of Conduct
- e) To review Terms of Reference for a Staffing Committee
- f) To review the Risk Management schedule
- g) To allocate Councillor responsibilities and resolve action (planning, cemetery, safeguarding, website, finance, speeding)
- h) To consider a schedule of meetings for 2026/27
- i) To note the updated password list to be kept by the Chair in a sealed envelope
- j) To review the Accessibility statement and note that the website has been recently tested for accessibility by the Clerk using Silktide
- k) To review the Publication Scheme
- l) To agree to advertise the Councillor vacancies and consider applicants at the July meeting
- m) To receive monthly Cemetery checklist and resolve any action required (Cllr Sargeant)

**14.** To receive correspondence and note any action required

**15. Clerk and Councillor Reports** (for information only), including a review of actions from minutes and matters that Councillors wish to be brought to the next or subsequent meetings, *No decisions may be made under this section, but Councillors may wish to flag up issues.*

**16.** To consider excluding the press and public from the meeting pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, as applied by Section 100 of the Local Government Act 1972, as matters under discussion are confidential and relate to the **Clerk's appraisal**

**17.** To note the date of the next meeting of the Parish Council

<sup>1</sup> A dispensation form should be requested from the Clerk before the meeting date and will be considered by Full Council at the meeting