

MINUTES OF A MEETING OF STALLINGBOROUGH PARISH COUNCIL HELD ON WEDNESDAY 14th JUNE 2023 AT 7.30 PM AT STALLINGBOROUGH VILLAGE HALL, STATION ROAD, STALLINGBOROUGH

Present: Cllr. Gilbert
Cllrs. Hoyes, Genney, Crofts, H Scott, J Scott and Sears

Apologies: Cllr. Reed

In Attendance: 2 PCSO's present

There were 2 members of the public present.

23/33 To receive and accept apologies for absence

23/34 Declarations of Interest

None made.

23/35 To approve minutes of previous meetings in May 2023

Minutes approved as true record of the Annual Parish Meeting and the Annual Parish Council Meeting held in May 2023.

RESOLVED: That minutes be approved as a true record of the meetings held.

23/36 Police Report for information only

Police report circulated and discussed with two PCSO's present. Noted.

23/37 Highways/Footpaths/Traffic issues

- a) To receive and consider any highways/footpaths/traffic issues and receive any update from Clerk

Clerk to chase up NELC re footpath surface across the Meadows. PROW sign near Church has fallen over. Gate on old Healing Road near allotments needs repair. Pothole on railway crossing on the box junction. Clerk to pass on all the items as agreed.

23/38 Planning Matters

The following planning applications were considered:

None received to date of publication of agenda

To receive planning decisions and any representations for information – none received.

To receive any other planning correspondence – none received.

23/39 Future Dates (for information only)

Next meeting date – Wednesday 12th July 2023

ERNLLCA District Committee Meeting – Tuesday 18th July 2023

Any other future dates – none received.

Public Break

Two residents present and discussed local PROWs.

23/40 Reports

Ward Cllrs. report from NELC

No ward Cllrs. Present.

Shaping Stallingborough Meetings

Cllr. Hoyes reported. Spraying now required on Community orchard as work had been done and then no further action and site was now regrowing. Proposal for spraying of £300 and PC requested to cover cost. Cllr. Crofts proposed waiting until following meeting and considering impact on budget. Cllr. Hoyes to check cost of spraying and report back. Cllr. Sears advised there was money within the budget for this work. Donation of pollen and nectar mix and seeking sponsors for bird boxes etc. ongoing. Scarecrow festival, wreath making etc. All noted.

BCCRP report

Cllr. Reed not present so deferred.

Friends of Stallingborough Church report

No report received.

To receive any other reports

None.

23/41 Village Hall Matters

a) To receive update on provision of internet for the Village hall and agree any actions

Clerk showed evidence of several internet chats with Talk Talk but still no appointment gained for site visit. Clerk stressed difficulty in allocating long periods of time to establish effective contact with the company. Members asked Clerk to bring cost for terminating contract to next meeting. Noted.

b) To receive update on new ceiling panels for Village Hall and agree any necessary actions

Sample box received and members agreed suitable. Clerk to obtain quotations for installation and removal of old tiles from site.

RESOLVED: That tiles be approved as suitable subject to quotations for installation as agreed. Clerk to obtain quotation for installation.

c) To consider purchase of new tables for Hall and extra electrical socket as request from hirers

Clerk to speak to electrician and ascertain cost of extra socket and also prices for tables. Noted.

23/42 Correspondence/Information Update/Parish Matters

a) To consider next Newsletter for August/September 2023

Clerk would organise as usual within the usual time-frames. Noted.

b) Playing Field – to receive report on repairs to Pavilion and agree any further actions

Cllr. H. Scott reported all works done and invoice had been settled. Extra works carried out and supplied free of charge. Some enquiries on pitch use and Cllr. Crofts advised it was £15 for pitch use. Noted. SUS would now to look to paint building and touch up any decorating etc.

c) To receive update on works to land adjacent to allotments and to receive report on allotments from Clerk and agree any further necessary actions

SUS report had covered land adjacent. Clerk had left several phone messages for allotment contact and would now write to same contact requesting details of allotment holders. Clerk advised that yearly allotment tenancies should be produced and list of tenants held by the PC with insurance covered with public liability on each individual allotment taken by each tenant. Clerk reminded the Council that she had advised of this action previously.

RESOLVED: That Clerk obtain up to date information on allotment tenants and report back

- d) To receive report on annual playground inspection and agree any necessary actions

Report received and circulated to all members prior to meeting. No big repairs required and Cllr. Sears to help with smaller repairs and report back.

RESOLVED: That minor repairs be actioned and that report be logged.

- e) To note Community Governance Review from NELC and agree any comments for submission by the Parish Council

Clerk had sent consultation out to all members and would put on July agenda for comments to be agreed. Noted.

23/43 Finance

- a) To approve payment list for May 2023

Payments approved as per list circulated.

RESOLVED: That payments be made as listed.

- b) To receive internal auditors report for fy 22/23 and agree any necessary actions

Written report received and circulated to all members prior to meeting. No actions required and points noted. Agreed to accept report.

RESOLVED: That internal audit report be received and noted.

- c) To consider and agree completion of Governance Section of AGAR for fy 22/23

Clerk had circulated AGAR to all members prior to meeting and projected sections onto the screen at the meeting with Members agreeing answers to all sections and agreeing signing by Chairman and Clerk.

RESOLVED: That Governance section be completed and submitted to external auditors as Agreed

- d) To agree signing and submission of AGAR to external auditors for fy 22/23 and note dates for exercise of public inspection rights and agree posting on website as required.

Members noted the dates of rights of inspection, agreed signing of AGAR by Chairman and Clerk and agreed submission to external auditors with necessary supporting paperwork.

RESOLVED: That AGAR be signed and submitted to external auditors as agreed and all Copies be placed on the PC website as required.

Personnel Items

23/44 Exclusion of Press and Public

RESOLVED: exemption of press and public for remainder of meeting on the grounds that discussion of the following business is like to disclose exempt information contained within Paragraph 1, Part 1 of Schedule 12A of the Local Government Act 1972 (as amended)

23/45 Personnel Items

- a) To approve salary payments as per schedule circulated.

Salary payments approved to be made as per list circulated.

RESOLVED: That salary payments be made as per list circulated.

- b) To organise date for staff appraisals

Cllr. Crofts to set date in liaison with Clerk for staff appraisals with Personnel Committee. These were now overdue and in need of actioning.

RESOLVED: That staff appraisals be organised.

Chairman closed the meeting at 8.39 pm.

Signed:	Date:
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