

**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING OF STALLINGBOROUGH  
PARISH COUNCIL HELD ON WEDNESDAY 11<sup>TH</sup> MAY 2022 AT 7.30 PM AT  
STALLINGBOROUGH VILLAGE HALL, STATION ROAD, STALLINGBOROUGH**

**Present:** Cllr. Gilbert (Chairman)  
Cllrs. Crofts, Sears, H Scott, Genney, Hoyes and J Scott

**Apologies:** Cllr. Reed

**In attendance:** Cllr. S. Swinburn, Astbury, Ward Cllr., NELC

There was 1 member of the public present.

**22/14 Election of Chairman**

Cllr. Gilbert unanimously elected as Chairman for the year and signed Declaration of Acceptance of Office.

**RESOLVED: That Cllr. Gilbert serve as Chairman for the year**

**21/15 To receive and accept apologies for absence**

Received and accepted from Cllr. Reed due to holidays.

**RESOLVED: That apologies be received and accepted.**

**22/16 Declarations of Interest**

None made.

**22/17 Election of Vice-Chairman**

Cllr Crofts elected as Vice-Chairman for the year.

**RESOLVED: That Cllr. Crofts serve as Vice-Chair for the year**

**22/18 Election of Committees and Committee Chairmen and terms of reference:**

Personnel Committee – Chairman – Cllr. Crofts, Members – Cllrs. Genney, J Scott.

Any other Committee – none elected.

Terms of reference adopted for Personnel Committee which has full delegated powers.

**RESOLVED: That Personnel Committee be elected as agreed.**

**22/19 Election of Representatives onto outside bodies:**

Town and Parish Liaison with NELC – Cllr. Crofts

ERNLLCA NE Lincs District Meeting – Chair and Clerk

BCCRP – Cllr. Reed

Catch/Community Liaison Panel – Chair and Vice-Chair to establish whether meeting still valid.

One Voice – Cllr. H. Scott from September 2022

Shaping Stallinborough – Cllrs. Hoyes and H. Scott.

Any other outside bodies – none identified.

**RESOLVED: That those agreed serve on outside bodies**

**22/20 Review of documentation/policies/governance documents and agree any necessary**

**Actions:**

Standing Orders and Chairmanship & Financial Regulations – no changes

Scheme of Delegation – no changes

Electronic banking protocol – no changes

Asset register – amended as and when required

Audit procedures including internal audit – no changes and procedure set for 21-22 accounts

Website and email provision – Clerk reminded Cllr. Hoyes that she must obtain a dedicated Council email address through the Council’s provider.

Publication of information statement – no change

GDPR policies and procedures – ongoing and no change at present

Risk management strategy – no change

Bad Debt Recovery Policy – no change

Registers of Interest – Clerk reminded all members they should update with any changes

Training policy and commitment – no change

Licensing requirements for Bar provision – no change

Any other documents brought to attention at meeting – none at present.

**RESOLVED: That all policies and procedures have been reviewed as appropriate**

22/21 Minutes of previous meeting

Minutes approved as true record of the meeting held and signed by the Chairman.

**RESOLVED: That minutes of meeting held in April be approved as a true record of the meeting**

22/22 Police Report for information only

Police report circulated prior to meeting as usual. Clerk to ask if any action taken as required.

22/23 Highways/Footpaths/Traffic Issues

- a) To receive update on any highways/footpaths/traffic issues from Clerk and members and agree any necessary actions

Clerk to check date of next quarterly meeting. Nothing else to report.

Cllr. Hoyes raised issue of speeding cars, particularly on Riby Road and asked if there could be reduction on approach to the village. To be raised at Highways Meeting and NELC Ward Cllrs. to also consider. Noted.

Public Break – apologies from a member of the public for grafitti. Member of the public then left the meeting.

22/24 Planning Matters

The following planning applications were considered:

**Planning Application Reference: DM/0025/22/FUL**

**Proposal: Erect industrial unit with flexibility on use (Class B2, B8, E(c) and E(g)) and no. of internal units (Amended Description, Design & Access Statement and Flood Risk Assessment to reduce E uses)**

**Location: Land On Beels Road Stallingborough**

*No objections.*

**Planning Application Reference: DM/0356/22/FUL**

**Proposal: Erect industrial unit for use as workshop and store and associated works**

**Location: Lorry Park West Of Netherlands Way Stallingborough**

*No objections.*

**Planning Application Reference: DM/0355/22/FUL**

**Proposal: Erect two bay side extension to existing workshop with associated works and alterations**

**Location: Mcgregor House Osborne Road Stallingborough**

*No objections.*

**Cellnex 235476 – pre application consultation papers already circulated.**

*No objections.*

To receive planning decisions and any representations for information – circulated as received.

To receive any other planning correspondence – none received.

**RESOLVED: That all comments be submitted as agreed.**

**22/25 Future Dates (for information only)**

Next meeting date – Wednesday 8<sup>th</sup> June 2022

Office Closure – 16.05.22 to 20.05.22

To set a date for the Annual Parish Meeting for Stallingborough - 7.15pm on 8<sup>th</sup> June.

Any other future dates – none received.

**22/26 Reports**

Ward Cllrs. report from NELC

Cllr. Swinburn gave short report and thanked people of Stallingborough for re-electing him again.

Portfolio Holder position would be retained for Cllr. Swinburn. Reshuffle for cabinet.

Shaping Stallingborough Meetings

Plaque done and to be installed at 11.00 am on Tuesday 24<sup>th</sup> May 2022 children from school be part of it and requested Chair or Vice-Chair to say few words. Easter Fair went well and purchased litter picking equipment. Some more bulb planting and environmental actions in the forward plan. Clerk advised members that £2k in budget for grounds maintenance which would not now be required in full and £500 to be subject to bids for projects. Looking at in Bloom idea. Picnic on park. YC paying for bouncy castles. Extra meeting about station adopting. Shaping up Stallingborough perhaps support something in show.

BCCRP report

Deferred as Cllr. Reed absent.

Friends of Stallingborough Church report

Deferred as Cllr. Reed absent.

To receive any other reports

None received.

**22/27 Village Hall Matters**

- a) To receive update on decorating works for hall, choose colours and agree any necessary actions

Paint chart dropped off – Frosted Steel on two long side walls. Two end walls are Dusted Fondant. Doors Chic Shadow. Radiators same as walls. Varnish wood doors. Top strip white as now. Frosted steel in porch. Frosted steel in lounge bar if he does it.

- b) To consider and agree details for beacon lighting event for Queen's Platinum Jubilee in June 2022 and agree any necessary actions

Two bar staff. Hannah has got running list. Not got a bugler. 7.15 to 11.00 pm.

**22/28 Correspondence/Information Update/Parish Matters**

- a) To consider next Newsletter for June/July 2022

Clerk to progress Newsletter on return from leave and would be delivered post-Jubilee dates.

Noted.

b) Playing Field – to receive update on works to Pavilion and agree any necessary actions  
Cllr. Sears reported builder had been present and works completed apart from drains which were to be jetted at builders cost. Garage door needed replacing and Cllr. Sears had obtained two quotes. £920 and £1,700 + VAT. Agreed to order through Apex at £920 + VAT. Blower authorised to be purchased at £220 + VAT.

**RESOLVED: That all actions be approved as agreed**

c) To receive report on commencement of grounds maintenance by members, note budget amount for 22/23 for grounds maintenance, receive update on mower and strimmer and agree any further necessary actions

Cllr. Sears continuing with plan for maintenance. Members meeting to work at the pavilion on Saturday 21<sup>st</sup>. Shaping Stallingborough to assist.

d) To receive update on Holiday Club provision and agree any necessary actions

Clerk waiting for update on provision from Company. Noted.

e) To receive update on zip wire installation and agree necessary action

Ordered from Kompan and awaiting delivery and installation. Noted.

f) To consider the possible framing of the Enclosure Act of 1737

Defer to next meeting as Cllr. Reed absent.

Clerk advised all papers had now been sorted with necessary records sent to Archives and each member to take a box and dispose of paperwork as required.

22/29 Finance

a) To approve payment list for May 2022

Payments approved as per list circulated.

**RESOLVED: That payments be approved as per list circulated.**

b) To receive date for internal audit and agree schedule of works for auditor – Monday 6<sup>th</sup> June at 1.30 pm.

Internal audit date booked in and would be carried out at Clerk's office. Clerk advised members they were welcome to attend should they wish to do so. Noted.

c) To receive any update on grant aid assistance request from previous meeting

Clerk had responded to correspondence but again no response had yet been received from the group. Noted.

Personnel Items

22/30 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)**

22/31 Personnel Items

a) To approve salary payments as per schedule

All salaries approved to be made as per schedule circulated.

**RESOLVED: That all salaries be approved.**

The Chairman closed the meeting at 9.00 pm

Signed: .....

Date: .....