

Minutes of the meeting held on Tuesday 7th May 2019

Public Forum

There was one member of the public present. PCSO Stuart Bowden and PCSO Callum Lacey were also present. The member of the public asked if the Parish Council could help with the new bus timetable of 157 operated by Stagecoach which no longer stops on the High Street.

PCSO Bowden introduced himself and his colleague Callum Lacey and advised that he was now back on operational duties after taking sick leave following a cycle accident. He advised that there had been a steady increase in petty theft and advised people to be vigilant and report anything suspicious via a 101 report. PCSO Callum Lacey reported that he had been working on a project to reduce the presence of off-road bikes and as a result there was a reduction in calls being received.

Present

Councillors: C Hainsworth, C Russell, A Walden, J Walden, F Selby, D Bellamy, L Bennett, G Henton, L McShane, J Clark, A Bouvie, M Ramage, & D Cox.

In Attendance

Sue Grant Parish Clerk. District Councillors Bob Adams and David Bellamy arrived at 8.00pm.

19.47 Election of Chairman and Declaration of Acceptance of Office.

It was proposed, seconded and

Resolved

Outgoing Chairman J Walden opened the meeting at 7.30pm and Councillor Caroline Hainsworth was unanimously voted Chairperson and signed the Declaration of Acceptance of Office.

19.48 Election of Vice Chairman and Declaration of Acceptance of Office.

It was proposed, seconded and

Resolved

Councillor Andrea Walden was unanimously voted Vice Chairperson and signed the Declaration of Acceptance of Office. The outgoing Chairman J Walden left the meeting.

19.49 Councillors Declaration of Acceptance of Office.

It was proposed, seconded and

Resolved

All Councillors signed their Declarations of Acceptance of Office.

19.50 Apologies for absence.

No apologies.

19.51 Chairman's remarks.

Chairperson Caroline Hainsworth thanked the out-going Chairman and Councillors for their support and confirmed that she would continue her work as Councillor as well as Chairperson. Chairperson Hainsworth kicked off introductions to the new Council and each Councillor introduced themselves. It was agreed that a letter of condolence from the Parish Council would be sent to Mrs Wood following the passing away of her husband Alan Wood who had been a long serving and highly respected Councillor. Letters of thanks would also be sent to each of the retiring Councillors, A Carsley, D Bellamy, B Scorrer and J Weston.

19.52 Declarations of interest in accordance with the LGA 2000

None

19.53 Approval of the Minutes of the previous meeting.

It was proposed, seconded and

Resolved

That the official minutes of the meeting of the Parish Council held on 2nd April 2019 be approved as a correct record and duly signed and dated by the Chairman.

19.54 Election of lead Councillors for:-

19.54.1 Finance and Administration Committee (F&A) x 3 Councillors

It was proposed, seconded and

Resolved

Councillors L McShane, Jon Clark and A Walden were duly elected.

19.54.2 Environment and Amenities Working Party (E&A) x 3 Councillors

It was proposed, seconded and

Resolved

Councillors C Russell, M Ramage and F Selby were duly elected.

19.54.3 Highways and Footpaths Working Party (H&F) x 3 Councillors

It was proposed, seconded and

Resolved

Councillors C Hainsworth, L Bennett and J Clark were duly elected.

19.55 To review and agree the Parish Council Insurance renewal from the three quotations received:-

19.55.1 BHIB (Previously circulated)

19.55.2 Came & Co (Previously circulated)

19.55.3 Zurich Insurance

It was proposed, seconded and

Resolved

To renew with the existing Insurers BHIB who continue to offer good cover at a competitive premium.

19.56 Wicksteed Annual Inspection - Review and agree action to be taken.

It was proposed, seconded and

Resolved

Unanimously to arrange for Wicksteed to complete the repairs highlighted on their report. Previous quotation requests have not been competitive because the replacement parts are all sourced from one company.

19.57 To agree to organise a volunteer telephone emergency response group using the Community Heartbeat scheme for the 5 x defibrillators in the Parish of Colsterworth and District. (Councillor Russell)

It was proposed, seconded and

Resolved

Agreed to invite the Community Heartbeat Scheme representative to the public forum of the June Parish Council meeting to do a short presentation to the Council. Cllr C Russell reminded the Council that it was the late Alan Wood who initially started the Defibrillator project with his own funds.

19.58 Risk Exception Report.

It was proposed, seconded and

Resolved

Unanimously agreed with status column updates following the Internal Audit which did not highlight any area of significance.

19.59 Clerk's Report.

	Report for April 2019	Actions
1	Broken Street Light 34 on Back Lane reported to SKDC.	Street Light repaired
2	Cllr Selby & the Clerk attended a Charitable Trust training course run by Lincolnshire Association of Local Councils.	Information shared with all Councillors.
3	Theft of lead from North Witham Church. Crime no: 19000189879	Vigilance for all churches.
4	Letter sent to Colsterworth Trust Estate asking for amendments to Woolsthorpe Road Play Area Lease.	The Clerk has chased for a reply by phone and email. No response from Colsterworth Trust Estate.
5	Internal Audit completed.	No issues of any significance reported
6	Nature Trail through to the judging stages of Lincolnshire Environmental Awards.	Awaiting results
7	The Nature Trail application to LCC Community Wildlife grant has been successful.	The grant will be used to place steps at the Bridge End entrance of the Nature Trail.
8	Flooding at Old Post Lane junction Newton Way reported to Highways.	A job has been raised for repair.
9	The Village Hall Committee have kindly agreed to let the Parish Council hold their Finance and Administration meetings at the Village Hall free of charge.	The Clerk has acknowledged this and thanked the Village Hall Committee.

19.59.1 Correspondence received.

	Correspondence up to 07/05/19	Actions
1	Email received from a reporter at Stamford Mercury/Grantham journal asking for comments on various questions on why Parish Councils are needed.	Agreed to make no comment.
2	Best kept Village competition information received.	Community engagements needs to commence 12 months in advance to consider entering this competition.
3	Email from Woolsthorpe resident who had reported blocked drains at Old Post Lane junction Stainby Road. Report No 4121689.	A job has been raised for repair.
4	Email from Colsterworth resident – Pot hole reported to Highways Stainby Rd, eastbound carriageway, Ref: 4121960	This has now been repaired.
5	Written request from Secretary Gunby Church requesting £150 grant for 2018 retrospectively.	Grant application form sent.
6	Invitation to LCC Resilient Communities Conference. 9.30am-3.30pm on 18/07/19.	Councillors wishing to attend to let the Clerk know.
7	Email received with photograph showing that the padlock on the metal large lower gate on Stamford Road allotments has been damaged.	Clerk to arrange a replacement and to inform PCSO Bowden.

19.59.2 Planning Applications

Planning

SKDC Planning Applications

S19/0261 – 57, Woolsthorpe Rd, Woolsthorpe by Colsterworth. Erection of single storey extension.

S19/0610 – Woolsthorpe Manor, Newton Way, Woolsthorpe by Colsterworth. Alteration of a listed building. Replacement of ground floor window.

S19/0703 – Ashleigh, Bourne Road, Colsterworth. Extension to existing hay & straw barn

S19/0625 – Brook House, Main Street, Gunby. Erection of two storey side extension.

SKDC Local Plan Examination 2 update. Hearing Programme

District Councillor Adams explained that this was a submission by a land owner and private individual who were told by SKDC that submission would not be included in the Local Plan but they can appeal to the Planning Inspector to be included in the Local Plan.

19.60 Group Reports

Highways and Footpaths Working Group Report. Previously circulated appended to these minutes.

Councillors were invited to attend the Community Speed Watch training at North Witham Village Hall on 8th May 2019.

19.60.1 To agree what action to take regarding vehicles parking on the grass verge and dropped kerb outside the Co-op at Bridge End. (Cllr Russell)

It was proposed, seconded and

Resolved

The Clerk to write to LCC Highways to enquire what road furniture could be installed. Also, to approach the contractors of the Co-op Building due to the area not being made good after construction.

Environment & Amenities Working Group Reports.

19.60.2 To review and agree the quotation for the 'War Memorials Trust Professional Advice Costs Application' from the requirement of two quotations for the proposed works. Grant of up to 75% of costs up to £1,500 :-

Quotation 1: John Fowkes Architects - £4,680 incl VAT £3,900 excl VAT (Previously circulated)

Quotation 2: Conception Architects - £4,140 incl VAT £3,450 excl VAT. (Previously circulated)

It was proposed, seconded and

Resolved

Unanimously to use quotation 1 John Fowkes Architects recommended by Councillor Ramage as being the more professional of the two architects. Awaiting result of War Memorial Grant Application. Any further decision/recommendations will be made following the receipt of the Architects report.

19.60.3 Colsterworth and District Youth Centre AGM Minutes. (Previously Circulated 15.04.19)

Councillor Selby gave a brief summary of the Colsterworth and District Youth Centre AGM minutes.

19.60.4 Little Legs Building – update registered owners’ contact address with HM Land

Registry:-

Sign form HM Land Registry Form COG1

Sign & certify HM Land Registry form ID2

It was proposed, seconded and

Resolved

Councillor L McShane witnessed the HM Registry form ID2 confirming the identity of the Clerk.

19.60.5 Finance and Administration Committee Report.

It was proposed, seconded and

Resolved

April Finance and Administration Minutes appended to these minutes.

19.60.06 District Councillor Bob Adams Report.

District Councillor Adams advised that he would arrange for Colsterworth and District Parish Council to receive an invitation to the unveiling of a memorial bench at North Witham Airfield (Twyford Wood) by the last living American Pilot to commemorate 75yrs since WW2.

19.61 Finance: The Annual Governance Statement 2018/19

19.61.1 Approval of Annual Governance Statement section 1.

It was proposed, seconded and

Resolved

The Annual Governance statement section 1 was approved.

19.61.2 Sign Annual Governance statement section 1

It was proposed, seconded and

Resolved

The Annual Governance Statement Section 1 was signed by Chairperson C Hainsworth and the Clerk.

19.61.3 Approval of Annual Governance Statement section 2.

It was proposed, seconded and

Resolved

The Annual Governance Statement section 2 was approved.

19.61.4 Sign Annual Governance statement section 2

It was proposed, seconded and

Resolved

The Annual Governance statement section 2 was signed by Chairperson C Hainsworth and the Clerk.

19.61.5 Approval of Accounting Statements 2018/2019

It was proposed, seconded and

Resolved

Accounting statement approved.

19.61.6 Approve Accounts for payment.

It was proposed, seconded and

Resolved

Accounts for payment were approved.

ACCOUNTS FOR PAYMENT APRIL 2019

ONLINE PAYMENTS

Date of payment	Payee Name	Details	Amount
08/05/2019	Stuart Whitcombe	In Touch Editing May Issue	£60.00
08/05/2019	LALC	Refreshments x 2 Charity Law Course 03.04.19	£21.60
08/05/2019	LALC	Burials Course	£8.50
08/05/2019	LALC	6 x Good Cllr guides	£24.48
08/05/2019	Colsterworth Trust Est	Allotment Ground Rents Woolsthorpe Road	£10.00
08/05/2019	Printerinks	Ink for PC Computer	£29.90
25/04/2019	PW Boiler Services	Return of overpayment for In Touch Ad	£28.00
			Sub Total
			£182.48

CHEQUES

CHEQUE NUMBER	SUPPLIER	DETAILS	VALUE
103720	Harrison Print	In Touch Printing	£271.50
103721	Rick Webster Grounds Maint	LCC Grass Cutting & Village Maint	£444.00
103723	Wicksteed	Play Area Inspections	£216.00
103724	SCRIBE	Annual Accounts Software Licence.	£339.60
103725	Terry Brown	Internal Audit	£110.00
103726	Graham Brumpton	LCC Grass Cut & Village Maint	£650.00
103727	Sir Isaac Newton Memorial Hall	Room hire APM 18/04/19	£27.00
103728/103729	Parish Council	Staff Wages & Expenses	£1,340.30
103730	BHIB Insurance Brokers	Parish Council Insurance	£596.40
			Sub Total
			£3,994.80
DD's			
DD	BT	OFFICE PHONE	£63.43
DD	Wave	Water bill Woolsthorpe Road	£38.92
DD	Wave	Water bill Stamford Road	£59.22
			£161.57
			Grand Total
			£4,338.85

Approved by Parish Council

Income	£19,473.28
Expenditure	£161.57
Surplus/Deficit	£19,311.71
Less Unpresented cheques	£4,149.28
Surplus/Deficit	<u>£15,162.43</u>

Bank balances 30.04.19

Community Account	£41,844.87
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Deposit Account	£29,207.60
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Total	<u>£71,052.47</u>
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Included in Balances Above.

Community Fund	£193.11
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War Memorial	
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Maintenance	£2,000.00
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Nature Trail	£1,000.00
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Highways & Footpaths	
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Min Ref 18/48.5	£5,000.00
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<u>Total</u>	<u>£8,193.11</u>
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19.61.7 Agree amount to transfer from Community Bank Account to Community Savings**Bank Account.****It was proposed, seconded and****Resolved**

Unanimously agreed to transfer £15,000 from HSBC Community Account to HSBC Community Savings Account.

19.61.8 Update HSBC Bank Mandate signatories.**It was proposed, seconded and****Resolved**

Agreed for Councillors C Hainsworth, C Russell, L McShane and the Clerk S Grant to remain on the signature list with the addition of Councillor C Cox and J Clark.

19.62 Matters requiring attention such as potholes and faulty street lights.

Request for a litter bin on the footpath under Brunel Avenue. The Clerk will request this at SKDC.

Street light on Colster Way outside Little Legs building is out of order. The Clerk will report this to SKDC.

Fire hydrant junction Back Lane and High Street is damaged. The Clerk will report this to the relevant authority.

19.63 Date of next Parish Council meeting is Tuesday 4th June 2019.

There being no other business Chairperson C Hainsworth closed the meeting at 9.30pm.

SIGNED:**CHAIRPERSON****DATE:****Attendance to date (May 2019 to April 2020) – annual maximum 10 (No meeting August & January)**

Name	Constituency	Attended	Apologies	Absent
J Clark	North Witham & Lobthorpe	1	0	
Vacancy	North Witham & Lobthorpe	-	-	
C Hainsworth	Gunby & Stainby	1	0	
Vacancy	Gunby & Stainby	-	-	
G Henton	Colsterworth	1	0	
A Bouvie	Colsterworth	1	0	
M Ramage	Colsterworth	1	0	
L McShane	Colsterworth	1	0	
C Russell	Colsterworth	1	0	
L Bennett	Colsterworth	1	0	
F Selby	Colsterworth	1	0	
D Cox	Colsterworth	1	0	
A Walden	Colsterworth	1	0	
Vacancy	Colsterworth	-	-	
Vacancy	Colsterworth	-	-	

HIGHWAYS & FOOTPATHS WORKING GROUP

Report to Parish Council 07 May 2019

Lead Cllrs: C Hainsworth (Co-ordinator), D Bellamy, L Bennett and J Walden

1. COMMUNITY SPEEDWATCH

	Update at 25 April 2019
Sign up to the Community Speedwatch Programme (Resolution carried forward from July 2018) <ul style="list-style-type: none"> £5,000.00 ringfenced in Council Reserves to take this forward in accordance with identified Powers and Duties for road safety Ward Grant £200 received from SKDC for expenditure for clothing (with logo), signage and equipment for volunteers Currently there are no plans to purchase an additional VAS until the current one has been installed and tested. Costs may be incurred for maintenance and software 	Phase 1: Complete - Passive signs have been installed
	Phase 2: Complete – Monitoring sites identified along B676
	Phase 3: Recruitment and Training of volunteers Voluntary CSW Co-ordinator has made contact to deliver training. Dates offered for early/mid May 2019 Volunteers have been recruited.
	Phase 4: Complete - Vehicle Activated Sign installed at Stainby Sign needs recharging after 3 weeks. Assistance required to install and remove. Many thanks to Cllr Weston who has made this possible and has offered to continue to provide assistance and monitor sign as a volunteer. Initial review of data shown separately in this report.
	Phase 5: Clerk to order official equipment required (Ward Grant):- <ul style="list-style-type: none"> 4 jackets (£50) 2 CSW advisory road signs (£160) 2 Click Counters (£15) Potential further expenditure anticipated (Council Reserves): <ul style="list-style-type: none"> Solar charger for VAS – enquiries being made of Unipart (£1200) Additional Speed gun – not required at this stage (£200) Additional VAS sign – not being considered at this stage (£2000)
	Phase 6: Sustainability Once set up there needs to be a planned programme of: <ul style="list-style-type: none"> Volunteer monitoring – where and when Data returns and outcomes regarding enforcement In Touch updates promoting the scheme Ongoing recruitment of volunteers

2. UPDATE ON FOOTPATHS

No issues received at the time of writing this report

3. LCC PRIORITIES

1. Response received from LCC to PC priorities – continue monitoring issues

	Priority	LCC Response	Clerk Response 17 Apr 2019
1	Junction of Back Lane/High Street	The H bar marking will be marked out on site by a colleague and the local team will get this painted on the ground as soon as possible.	Please can we be given advanced warning of this work starting
2	Consider moving 30mph speed limit area/sign entering Colsterworth eastbound back towards Stainby This is too close to the crossroads, is often obscured by overhanging branches and is too close to crossroads	The extension of the 30mph speed limit is sadly not possible as it does not meet the county council's current policy . Suggest that the Parish Council writes to the owner of the adjacent trees and asks that they be cut back? We would normally ask PCs to make the first contact before we send out	Not clear which the current policy is. Clerk will monitor the speed sign and write to the adjacent tree when necessary

	Priority	LCC Response	Clerk Response 17 Apr 2019
		our first letter. This seems to work in most areas.	
3	Consider extending 50mph speed limit from Leicestershire border from Buckminster with a view to educate drivers regarding their speed as they approach and go through Stainby and Colsterworth	There is a Community Speed Watch scheme in progress in the area which will assist with this issue. Again the policy is not met to extend the current 50mph limit	Not clear what the actual LCC Policy is. PC will continue working with the community speed watch team to promote road safety in the Parish of Colsterworth and District.
4	Details of proposals received for traffic calming on the High Street (particularly at Houghton Lane due to the narrowing of the road and children crossing) have been shared with LCC. Whilst we understand that there currently is little quantitative evidence of accidents or injuries held by LCC, this is still a priority for Parishioners. There have been anecdotal incidents reported of "near misses", blocked road due to buses not being able to pass parked cars, etc. this will continue to be monitored through the Council's Highways and Footpaths Working Group.	LCC are not currently processing traffic calming scheme requests but they will place the requested restrictions on the list for further investigation. There are obvious issues with schemes of this nature including displaced parking, increased speeds etc. This is something that will be considered when the investigation takes place, but there are no timescales available for this at the minute	Any incidents will be reported to the police.
5	Bridge End: New issues have arisen with the move of the Co-op; (e.g. parking on verges, lack of pavement, risks of flooding). As indicated in point 4 above, there have been no reported accidents or injuries, but the situation will be monitored. In respect of the lack of pavement we would urge LCC to consider this as consultees in any housing developments in that area.	The PCs comments are noted and have been passed on to those who look at developments and their impact.	Any incidents will be reported to the police. Proposal submitted by Cllr Russell under item 3.2. below for resolution for specific issues at the Co-op
6	A1: The Parish Council has consistently raised concerns about the safety of the A1 and this is reported at monthly meetings as the closures and congestion impacts directly on our Parish. Whilst we appreciate that the A1 does not fall within the remit of LCC, we are aware that LCC are putting pressure on Highways England to undertake the survey/review that was promised some time ago.	You will have no doubt seen Cllr Davies' comments in the press regarding the A1. Nothing further to add on this one therefore.	Cllr Davies' comments noted. <i>January 2019; Lincolnshire Live</i> <i>The A1 through Lincolnshire has to be "one of the most dangerous spots in the country", according to a senior county councillor.</i> <i>Cllr Richard Davies...</i> <i>...He is calling on Highways England to take action to improve the road, which does not come under the county council's jurisdiction.... Cllr Richard Davies said: "We've been talking to Highways England who are responsible for the road and they have done some work around it with speed cameras, however there are fundamentally dangerous aspects with the way that the road has been improved, particularly around slip lane lengths.</i>
7	Flooding/Drainage/Soakaways: There has become a noticeable deterioration in drainage of surface water due to the lack of maintenance, particularly on the B676 (from crossroads to A1)	The local team will look at this and arrange for clearing works as required.	Complete Continue to monitor and report issues through standard processes. E.g., resident reported an issue on the B676 junction Old Post Lane, Colsterworth last week. Highways Report No: 4121689.

2. Agenda item: 19.60.1(Cllr Russell)

Proposal: To agree what action to take regarding vehicles parking on the grass verge and dropped kerb outside the Co-op at Bridge End.

To be discussed and resolved.

4. ISSUES LOG

1. Raised at APM - Residents at North Witham still concerned about HGVs coming through the village following damage to property last year when A1 was closed following serious accident
2. Vehicle in ditch by the co-op – no information received from the Police about how this happened
3. Parking on grass verges outside co-op (as proposed by Cllr Russell at 3.2 above)

5. A1 ISSUES

1. Incidents impacting on our area (accidents, delays, tailbacks/diversions) on A1

(Source: <https://www.newsnow.co.uk/h/UK/Travel+&+Transport/Road/A1>)

Thurs 25 April 2019: Bus blocked outside lane at Great Ponton trying to do U turn on A1; traffic had to take action to avoid collision. Second bus was going to make the same manoeuvre but advised by resident to travel to Colsterworth to join carriageway



Weds 24 April 2019: Police and firefighters were called to the collision close to the Ram Jam layby near Stamford just before 9.30am. The crash affected traffic heading northbound towards Grantham caused huge delays.

Weds 17 April 2019: A two-vehicle crash was causing around six miles of delays on the A1 as emergency services raced to the scene. Lincolnshire Police were called to the A1 southbound at Little Ponton, Grantham at 11.30am. The accident was causing huge delays of around 30 minutes along the route as one lane had to be closed.

Weds 17 April 2019: A collision on the A1 near Colsterworth at around 10.35am closed a lane and caused traffic to back up. One lane of the southbound carriageway was closed and traffic queued as emergency services dealt with the incident

Weds 10 April 2019: A broken down lorry on the A1 led to long tailbacks. The A1 near Colsterworth was partially blocked southbound as a result, with a build-up of traffic in the area.

For information: Initial data analysis from VAS at Stainby: 01 April to 23 April 2019

Speed

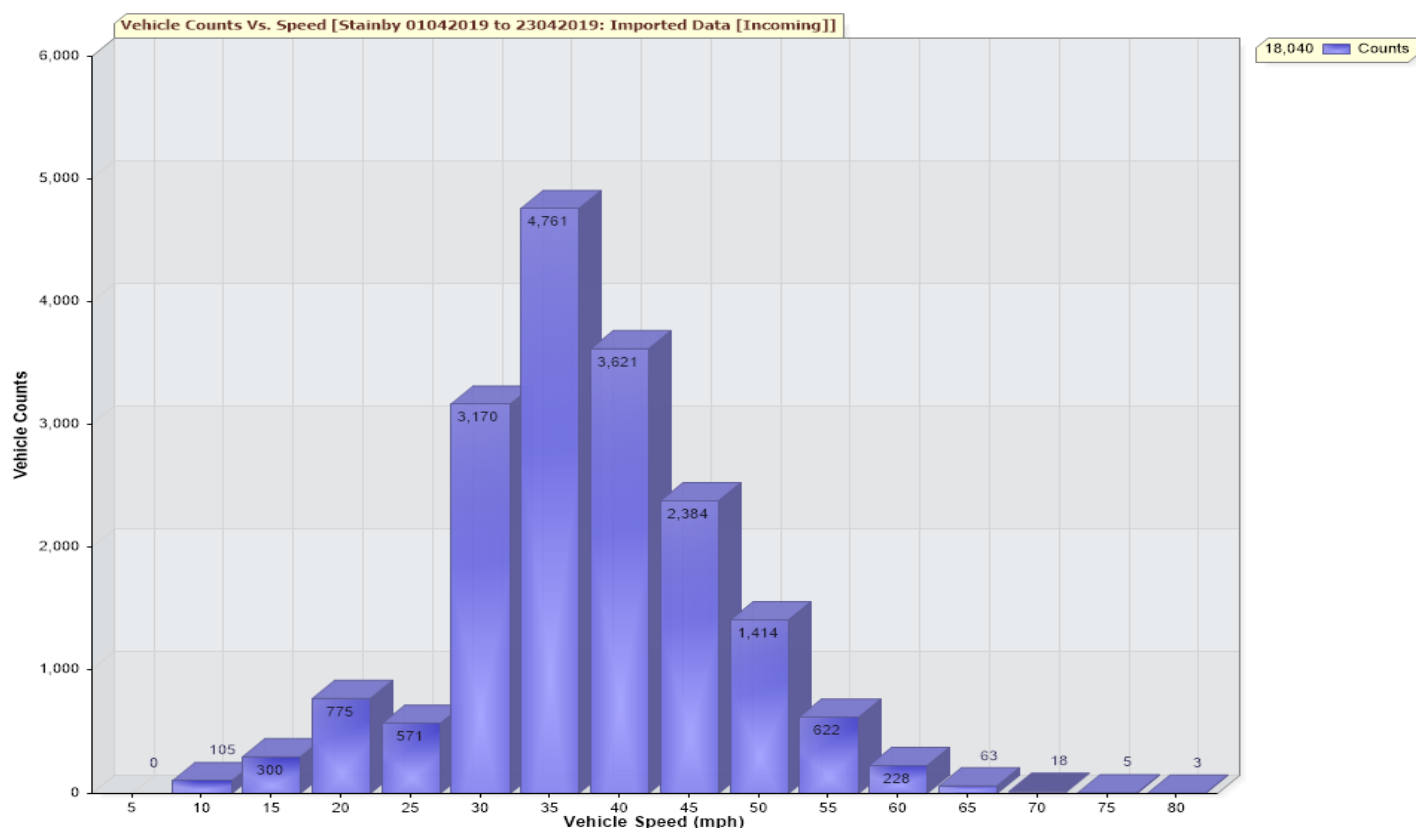
Average speed:	34.8 mph
85 th percentile speed	44.3 mph
Maximum speed	80mph on 3 rd April 2019 at 06:00hrs

Volume/Flow

Traffic flow:	18,040	
85 th percentile flow	15,334	
	5 days (Mon-Fri)	7 days (Mon-Sun)
Avg daily	938	895
AM peak 8:00-09:00hrs	103	88
PM peak 16:00-17:00hrs	78	71

Violations

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Count over 30mph	1706	2349	2350	2099	2311	1104	1200
% over 30mph	72%	73%	73%	72%	74%	70%	75%
Avg speed	39mph	39mph	39mph	39mph	39mph	39mph	38mph



Highways & Footpaths Working Group 25 April 2019

FINANCE AND ADMINISTRATION COMMITTEE

Notes of the meeting held on 9th April 2019 At the Village Hall 7.15pm to 8.10pm

This report to be submitted to Full Council on 05 February 2019 with full assurance

Present: Cllrs C Hainsworth, L McShane and J Walden and Clerk S Grant

1. **APOLOGIES:** Cllr J Weston

2. **NOTES OF PREVIOUS MEETING (15TH JANUARY 2019)**

Approved and submitted to Parish Council February 2019

3. **RECONCILIATION OF Q3 ACCOUNTS (JANUARY TO MARCH 2019)**

Accounts and bank statements were submitted by Clerk for scrutiny
These were reconciled to 31 March 2019 at £54,826.75 (to take account of unrepresented cheques at £3,057.99)
Annual contract for grass cutting agreed in November 2018 meeting minute ref 18/90. Insurance quotations being currently sought for 1st June Renewal.

4. **MONITORING RECOMMENDATIONS/ACTIONS FROM INTERNAL AND EXTERNAL AUDIT**

4.1. Internal audit completed 14th April 2019. Report published on the website. Internal Audit Report completed and signed by the Internal Auditor. The Parish Council achieved a 'Yes' for all internal control objectives.

- 4.2. The Internal auditor stated he was pleased to see that the established Clerk has now addresses the points raised in previous report April 2018 & September 2018.
- 4.3. Recommendations will be addresses going forward.
PKF Littlejohn Annual Governance and Accountability Return 2018/19 Part 3 to be signed at the May Parish Council Meeting
- 4.4. AGAR Part 3 completed
- 4.5. Internal Audit Report signed and completed.
- 4.6. Confirmation of dates of public rights 17/06/19 – 26/07/19.
- 4.7. Bank Reconciliation & explanation of variances completed.

5. BUDGET SETTING FOR 2019/2020 AND PRECEPT

5.1. Budget

The budget has been agreed and will be published on the website.

6. TO REVIEW RISK AND ASSET REGISTERS

6.1. Risk Register

Following observations by the latest internal audit 14th April 2019, the Council's Risk Register will be updated and simplified by the Clerk for next financial year to ensure that priorities are clear. Exceptions/additions will be reported on the standing agenda item at Full Council.

6.2. Asset Register

This was presented to the Committee in both excel and SCRIBE format.

7. PROJECTS AND GRANT APPLICATIONS

7.1. Nature Trail

- The deadline for application for the Grant was 31/03/19. The Clerk has received communication that a decision will be made before the end of April. Application for £500 to SKDC Community Fund "To improve the access of the Nature Trail by repairing and installing handrails and steps".
- Whilst this is an ongoing schedule of works (as noted in the Nature Trail Plan), the funding cannot be used for retrospective work; this has been covered under the annual grant from the Parish Council but forms the basis of the estimated costs of improvements in 2019.
- The Nature Trail has been successful in getting through to the judging part of the Lincolnshire Environmental Awards which will take place on Friday 26th April at the Nature Trail.

7.2. War Memorial

Cllr Ramage continues to investigate the War Memorial Grant Schemes. There are ring-fenced monies in reserves for this project.

7.3. Highways and Footpaths

Cllr Adams made a £200 grant under the Ward Allocation Scheme to support to fund equipment and clothing required by volunteers for the LRSP initiative.

7.4. Community Office

There could be opportunities for a Community Office and Cllr Hainsworth agreed to make investigations with the Big Lottery about this.

8. EMPLOYEES APPRAISALS, PAY, HOURS AND PENSION

The Clerk conducted telephone appraisals in April with the Community Cleaners Mark Robertshaw and Kevin Atter. Both are happy in their job, time sheets are submitted at the end of each month and SKDC bags, equipment and dog waste bags supplied.

Minimum wage increase to £8.21 per hour applied to Community Cleaners from 1st April 2019.

NALC National Salary Award applied to the Clerk from 1st April 2019. New SCP 14 £11.67 per hour. Old SCP 23.

HMRC Basic Tools Final Submission sent & P60's for the Clerk and Community Cleaners produced.

9. ANY OTHER BUSINESS

None

10. DATE AND TIME OF NEXT MEETING

Next routine meeting to be confirmed in July 2019.

'End'