

Minutes of Waddingham Parish Council Meeting
On Monday 23rd November 2015 at 8.00pm in the Jubilee Hall

Present:

Councillors: D Waite, R Coman, B Tutty, A Watson, A O'Connor, J E Cousins, L Williams, J Hill, C Metcalfe, County Cllr L Strange, District Cllr J Summers, P L Wainwright (Clerk) & eight Members of the Public were present.

Apologies:

There were no apologies provided.

Minutes:

The minutes of the Parish Council meeting on 21st September 2015 were read and passed as a true record and signed by the Chairman. This was unanimously agreed by the Council.

Matters Arising:

There were no matters arising.

Members' Declarations of Interest & Requests for Dispensation:

Councillor J Cousins - Grass Cutting Contract.

County/District Councillor's Report:

County Councillor L Strange - explained that LCC currently going through devolution exercise and work ongoing with other Authorities in Lincolnshire. LCC area awaiting information from Chancellor on further Government cuts, which will be difficult to manage. £23m spent on Lincoln Castle but is proving a big success.

District Councillor J Summers - confirmed WLDC also involved in Devolution exercise to try and improve Lincolnshire economy and bring greater resource into the Community.

Date & Time of Next Meeting:

The next Parish Council meeting will be held at the Jubilee Hall on Monday 18th January 2016, commencing at 7.45pm or on conclusion of the Public Time which will commence at 7.30pm, whichever is the sooner.

Police Report:

No Police in attendance.

Treasurer's Report:

Balances:

Community A/C	£	22.03
Business Money Manager A/C	£	10,758.58
TOTAL	£	10,780.61

Accounts to Pay:

HM Revenue & Customs - Clerks Income Tax Oct/Nov 15	£	85.40
J W Cousins & Sons Farmers Ltd,		
Grass Cuts, September & October 2015 (2 x £260 + vat)	£	624.00
Ralph Day & Co - Flood Channel Work - October 2015	£	422.40
Total Due	£	1,131.80

It was unanimously agreed by Members to pay the accounts and donations due for November 2015.

Donations:

None	£	0.00
Total	£	0.00

Income:

Yorkshire Electricity - Wayleave	£	16.50
Total	£	16.50

Account Transfers:

On 19/11/2015, £700.00 t/f from Business Money Man A/c to Community A/c.

On 23/11/2015, £420.00 t/f from Business Money Man A/c to Community A/c.

Waddingham Parish Council 2015/16 Accounts Outturn Forecast:

A forecast on expected outturn position at the end of the financial year, taking into account all known commitments is:

Bank Balances at 16.11.2015	£	10,780.61
Less November Invoices/Donations due for payment	£	1,131.80
Less known Commitments to 31/03/2016	£	1,800.00
Plus Income November 2015	£	0.00
Plus Income Commitments to 31/03/2016	£	372.00
Less Flood Relief Maintenance 2012 - 2020 (£1k x 10 years) Balance	£	8,566.00
Anticipated Outturn at 31/03/2016	Deficit	£ 345.19

Procurement of Audit for Smaller Authorities:

Info provided by LALC re procurement of Audit for Smaller Authorities. From Start of 2017/18 smaller authorities can chose to have an Auditor appointed to them by a new 'sector led body' (SLB) or procure their own. The new SLB will be responsible for procuring audit services for smaller authorities and for management of these audit contracts for a period of 5 years. Members unanimously agreed to have Auditor appointed by SLB.

Financial Regulations:

In response to recommendations made by the External Auditors, the current Financial Regulations used by the Parish Council have been updated in line with the latest NALC Model Financial Regulations. Members unanimously agreed to adopt the new approved Financial Regulations with effect from 23rd November 2015.

Risk Assessment/Internal Audit Controls 2015/16:

Risk Assessment - All Members received a report detailing a review of the current arrangements in place in 2015/16, to ensure any risks, financial or other are managed by the Parish Council. Members viewed the report and discussed the various items and unanimously agreed that adequate arrangements are in place to ensure that all risks are managed by the Parish Council. To be reviewed in a years time.

Internal Audit Controls - All Members received a report detailing the effectiveness of Internal Audit Controls within the Parish Council in 2015/16. Members viewed the report and unanimously agreed that the Internal Audit Controls carried out are effective and help ensure the Accounts are kept in order. To be reviewed in a years time.

Waddingham Parish Council

Estimate Precept 2016/17

Expenditure	2015/16 Estimate	2015/16 Probable	2015/16 Notes	2016/17 Estimate	2016/17 Notes
Clerks Salary	2,560	2,560	Agreed Commitment	2,600	In line with Estimate 1% increase
Clerks Phone Allowance	50	50	Agreed Commitment	50	No change
Travel Costs	0	0	LALC AGM not attended	0	LALC Agm/training costs
L.A.L.C.	160	155	Subscription Fees	170	Subscription Fee - small increase
Insurance	300	295	Annual Insurance Fee	350	Annual Subscription Fees
Audit Fees	130	0	Internal/External Audit Fees	130	Est 16/17 fees
Hall Hire	100	100	Estimate on no.of meetings	100	Estimate on no.of meetings
Grass Cutting	1,700	1,900	Estimate To be funded from Constable Ings	1,900	Estimate
Beck Clearing	0	0	Trust	0	
Lighting	300	0	New Lighting not required	300	Budget for 1 light if required
Churchyard Grant	300	300	Grass Cut Grant for 15/16	300	PCC Grass Grant for 16/17
Donations	200	200	Agreed Donation	200	Triangle Only
Other	200	100		100	Misc Costs
Sub Total	6,000	5,660		6,200	
Elections	500	1,240		300	Future Election costs - Build up reserve
TOTAL	6,500	6,900		6,500	

Balance at 16.11.15	10,781
Less Flood Maintenance fund	-8,918
Plus reimburse VAT	350
Further Income	
2015/16	0
Less est expend to 31.3.16	-2,600
Est projected balance at 31.3.16	<u>-387</u>

Continued attempt to increase Reserves, means controlled expenditure and close monitoring.
Include £300 towards future election cots.
Suggest maintain same precept as 2015/16
Suggest precept for 2016/17 of £6.5k.

Proposed by Councillor J Cousins, seconded by Councillor B Tutty to request a precept of £6,500. It was unanimously agreed by Members to formally request a final precept of £6.5k for 2016/17. The Clerk will send the relevant signed paperwork to West Lindsey District Council.

Planning:

- a) Application: 133660 - Retrospective planning application to complete conversion of outbuildings to provide annex and erection of 6 stables - re-submission of planning permission 126884 at Clock House Farm, Brandy Wharf Road.
Members have viewed the application, have no objections and support the application. The Clerk will inform West Lindsey District Council.

- b) Decision: 133477 - Application for a hedgerow removal notice - remove 5m of hedgerow to create new entrance at Holme Cottage, Brandy Wharf Rd. Members have viewed the application and have no objections.
- c) Decision: 133053 - Planning Application for the development of 4 residential units and associated groundwork's at Land Off Silver Street, Waddingham. *West Lindsey District Council has granted planning permission.*

Highways:

Highway related issues discussed included:

- ➔ There is quite a large pot-hole just this side of Brandy Wharf Bridge that will be reported.
- ➔ The Clerk will again report the uneven footpath outside the Village shop and also the bad condition of the footpath going around the bend towards Clock House Corner and 'copy in' County Cllr L Strange.

Flood Relief Scheme:

The Chairman confirmed that maintenance work has now been carried out at the bottom end of the Flood Relief Channel on Day's/Rylatt land and should be ok for a while now. An invoice has been received from Ralph Day & Co for work carried out.

LRSP Speed Watch Passive Signs:

The Chairman confirmed that the locations for the Passive Speed Signs have not yet been identified but it will hopefully be sorted before the next meeting.

Waddingham Parish Council Website:

It was agreed to include the Risk Assessment and Internal Audit Controls on the website. Cllr Watson provided a chart to show the current history of visits to the Waddingham Parish Council website in the first six months, averaging approx. 150 visits per month.

Parish Plan:

There had been no response to the requests in the Triangle Magazine and on the Parish Council website for anyone interested in helping produce a Neighbourhood Plan. However, following discussions with Cllr Summers and Cllr Strange, it was agreed to look into the possibility of holding an 'Open Meeting' in the New Year at the Jubilee Hall to try and create some interest. Cllr's Summers and Strange will try and arrange for a couple of people who specialise in Neighbourhood Plans to attend.

West Lindsey Local Development Framework:

The Clerk confirmed that consultation on the 'draft of the Local Plan' closes on 25th November 2015.

Other Organisations:

Coffee & Cake Mornings are being held at the Jubilee Hall fortnightly and are helping raise funds for local causes.

Cllr Waite confirmed that the Thomson Charity Trust had met on 28th September 2015 and £5,361 had been distributed for educational grants.

Correspondence:

All correspondence available for viewing.

Items for the Next Agenda:

Flood Relief Scheme, Parish Council Website, Central Lincolnshire Local Plan, Neighbourhood Plan and the usual items.

Any other Urgent Matters:

District Cllr Summer will check up and see if any further progress has been made regarding the Category 3 Waddingham Flood Risk.

The meeting closed at 9.25pm.