

## KIRMINGTON & CROXTON PARISH COUNCIL

Minutes of the Annual General Council Meeting of Kirmington & Croxton Parish Council, held on **Tuesday 4<sup>th</sup> May, 2021**, at 7:30pm via the Zoom portal.

Present - Cllr T Marsden (Chairperson), Cllr D Wells, Cllr A Hannigan, Cllr S Cllr T Walton. Ward Cllr Peter Clark.

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### 01.05.21 - Appointment of Chairperson

Nominations were invited for the position of Chairperson. Cllr. T. Walton proposed Cllr. T. Marsden be elected, this was seconded by Cllr. A. Hannigan. All Councillors present agreed unanimously.

**Resolution - Cllr. T. Marsden accepted the position for a further term and took the chair.**

### 02.05.21 - To note Apologies for Absence

Apologies for absence were received from Cllr W Turner, Cllr S Vickers and Ward Cllr. R Hannigan.

### 03.05.21- Declarations of Interest need to be remade and recorded in the minutes even if an interest has been declared in the register

Cllr T Marsden declared an interest on item 17.05.21 regarding any highway issues on the C137 as he owns a property accessed by this road.

Cllr D Wells declared a personal interest on any item on the agenda in connection with North Lincolnshire Council as he is a Representative.

### 04.05.21 - Appointment of Vice-Chairperson

Cllr. T. Marsden asked for nominations for this position.

Cllr. D. Wells proposed Cllr. S. Vickers and this was seconded by Cllr. A. Hannigan. All Councillors present agreed unanimously.

**Resolution - Cllr. S. Vickers to be advised of his further term as Vice-Chairperson.**

### 05.05.21- To consider any applications received for Co-Option onto the Parish Council

None.

### 06.05.21 - Appointments to be made to outside bodies and committees and Representatives and Personnel

Airport - Cllr. T. Marsden; Police/NATS - Cllr. T. Marsden, Cllr. S. Vickers;

Financial - Cllr. T. Marsden, Cllr. S. Vickers, Cllr. T. Walton and Cllr. D. Wells;

Playing Field - Cllr. T. Walton; Health & Safety - Cllr. S. Vickers and Cllr. D.

Wells; ERNLLCA - Cllr. D. Wells, Cllr S. Vickers and Cllr. W. Turner.

To appoint a Councillor with responsibility for Remembrance Day - Cllr. T. Marsden; Personnel - Cllr. D. Wells, Cllr. S. Vickers, Cllr. A. Hannigan (Reserve Member Cllr. W. Turner); Singleton & Birch - Cllr. W. Turner; NLC Town & Parish Liaison Meetings - Cllr. T. Marsden, Cllr. D. Wells and Cllr. S. Vickers.

**Resolution- Those named act as Representatives on the outside bodies and committees for the year.**

07.05.21 (a) - To confirm the minutes of the meeting held on 6<sup>th</sup> April 2021

The Parish Council considered the minutes dated 06.04.2021.

**Resolution - The Parish Council confirmed the minutes dated 06.04.2021 were a true and accurate record.**

07.05.21 (b) - To confirm the AGM minutes held on 14<sup>th</sup> May 2019

The Parish Council considered the AGM minutes dated 14.05.2019.

**Resolution - The Parish Council confirmed the minutes dated 14.05.2019 were a true and accurate record.**

08.05.21 (a) - To approve the Standing Orders Policy and the Financial Regulations Policy dealing with the award of Contracts or Services or the Purchase of Capital equipment

**Resolution - That the policies remain suitable and accepted and continue to be displayed on the Parish Council website.**

08.05.21 (b) - To approve the FOI Policy, Reserves Policy, Complaints & Grievance Policy, Health & Safety Policy, Equal Opportunities Policy, Safeguarding Policy, Car Park Policy, Playing Field Leasers Policy, Training Policy, Terms of Reference for Personnel Committee, Financial Risk Assessment & Social Media Policy.

**Resolution - That the policies remain suitable and accepted and continue to be displayed on the Parish Council website.**

09.05.21 (a) - To set the Chairperson's Allowance for 2021/2022

The Parish Council considered the current allowance of £1,500.

**Resolution - The Parish Council agreed to keep the allowance at £1,500.**

09.05.21 (b) - To set the payments limit for payment to be authorised by the Clerk during the Covid19 Pandemic

The Parish Council considered the payments limit for the Clerk during the Covid19 Pandemic.

**Resolution - The Parish Council agreed for there to be no limit on payments,**

as 2 signatories are required to sign the cheques.

10.05.21 - Procedural - To continue to devolve powers to the Clerk in conjunction with the Chairperson for a period covering the Covid19 Pandemic

**Resolution - The Parish Council agreed to continue to devolve powers to the Clerk in conjunction with the Chairperson for a period covering the Covid19 Pandemic.**

11.05.21 - To consider any requests for dispensation due to the ongoing Covid19 Pandemic

Requests for dispensation were received from Cllr W Turner & Cllr S Vickers.

**Resolution - The Parish Council agreed to the requests for a period of 6 months.**

12.05.21- Public Participation

None.

13.05.21- To receive the Chairman's Report - an update on decisions taken at previous meetings

All items are on the agenda.

14.05.21- To receive an update from the Airport Consultative Committee and Noise Monitoring

Cllr T Marsden advised the next ACC meeting is on 26<sup>th</sup> May. He has asked Cllr D Wells to represent the Parish Council as he may not be available due to a forthcoming operation.

Noise Monitoring - The latest figures available for March 2021 have been reviewed by Cllr T Marsden and are all within Government guidelines.

15.05.21- (a) - To receive any updates from NATS and discuss any items to be raised at the next NATS meeting and any further Police Matters and any updates on Country & Wildlife Crime

Ward Cllr P Clark advised the NATS meetings are being held every 12 weeks virtually. There were no issues reported regarding Kirmington or Croxton.

(b) - Any updates on the Neighbourhood Watch Scheme

None.

16.05.21- To receive a report from Local Councillors updating the Parish Council on activities within North Lincolnshire Council and determine further action

Ward Cllr. Peter Clark advised the Government had praised North Lincolnshire Council on the number of vaccinations completed.

Ward Cllr. Peter Clark advised he will become Mayor of North Lincolnshire for a 3<sup>rd</sup> term on May 25<sup>th</sup>.

17.05.21-(a) To consider any further Highways matters within the Parish for the Clerk to take up with North Lincolnshire Council

Cllr T Marsden advised there has been further fly tipping on the C137, he will report direct the location.

(b) - To consider exploring/applying for an Electric Vehicle Charging Point in the village, further information to be supplied by Ward Cllr R Hannigan

Keep on agenda; no further information available.

18.05.21- To receive planning decisions made by North Lincolnshire Council And consider any planning applications received where comments have to be submitted before the next meeting

None.

19.05.21 - Any updates from Singleton Birch

None.

20.05.21- (a) - To discuss progress on the Playing Field and work to date

Cllr T Walton advised the grass cutting is a little behind due to his recovery from illness. The playing field is still very well used.

(b) - To consider any booking requests for the Playing Field

None.

(c) - Any update on the Table Tennis Table and base

Clerk advised awaiting builder to install the base, then can order the table tennis table.

(d) - Any update on the Spring in Bloom grant

Cllr D Wells advised he is still waiting for the NLC Highways to make a decision on the trees.

21.05.21- Any update on the Parish Council Website

The Website continues to work well and is up to date.

22.05.21- Any updates on the new commemorative stone

Cllr T Marsden advised he continues to receive positive feedback. Cllr D Wells to thank the Airport for allowing the stone to be sited there at the next ACC meeting.

23.05.21- To consider potential meeting venue for when Face to Face meetings are allowed to resume

The Parish Council considered potential meeting venues.

**Resolution - The Parish Council asked the Clerk to contact the Vicar to see if the Church is available and to ask prices.**

24.05.21- Correspondence

- To consider donation to Lincolnshire Lowland Search & Rescue - The Parish Council agreed for Clerk to make enquiries and if all ok donate £10.

- Letter from resident re land enquiry - Cllr A Hannigan to check the Land Registry on behalf of resident when she returns to work.

- Letter from resident re verges - A letter with no contact details expressed concerns over verge cutting. It did not state which area. However; Cllr T Walton thinks it is possibly Eastend area past the bus stop.

**Resolution - Clerk to check with NLC to see if it is on our schedule, or theirs.**

- Email from resident re bench on the hill top at Croxton Road -

**Resolution - Clerk to make enquiries with NLC as it may be their bench.**

25.05.21- Any updates on GDPR

The Parish Council keep monitoring for updates and are acting accordingly.

26.05.21 - Accounts

- (a) To approve the April accounts

The Parish Council considered the following payments -

Scunthorpe Lawnmowers (replace gearbox) - £595.18

T Walton (expenses) - £66.37

Kyanite (website) - £147.16

J Routh (internal Audit) - £225.00

**Resolution - That all payments be paid as detailed.**

(b) - To receive and approve the Internal Audit Report 2020/2021 and determine any actions required

**Resolution - The Parish Council received and approved the Internal Audit Report 2020/2021.**

(c) - To approve the Annual Governance Statement 2020/2021

**Resolution - The Parish Council received and approved the Annual Governance Statement 2020/2021.**

(d) - To approve the Accounting Statement 2020/2021

**Resolution - The Parish Council received and approved the Accounting Statement 2020/2021.**

(e) - To Approve the Certificate of Exemption - AGAR 2020/2021 Part 2

**Resolution - The Parish Council received and approved the Certificate of Exemption - AGAR 2020/2021 Part 2.**

27.05.21- Minor Items

Cllr A Hannigan asked Cllrs present for any details of a hedge enquiry a resident contacted her about. Cllr T Walton suggested this would be an Estate matter.

28.05.21- Agenda items for the next meeting

No further items.

29.05.21 - The date and time of the next meeting to be set at a later date, once further information available from Ernlca & Government.

Once restrictions begin to lift a future date to be set, Clerk to keep Councillors informed.

**Meeting closed at 20:33 hours.**

Private Session

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

The Chairman will move that the public be excluded from the meeting for the following item(s) of business pursuant to section 1 of the Public Bodies (Admission to Meetings) Act 1960, on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, in that it is of a personal matter.

30.05.21 Payroll Information - To approve payment of salaries as per salary schedule circulated

**Resolution -That payments be made as detailed.**

**Meeting closed at 20:36 hours.**