

**MINUTES OF THE ANNUAL GENERAL MEETING OF POINTON AND SEMPRINGHAM PARISH COUNCIL
HELD ON THURSDAY, 19 MAY 2022 at 7.30pm IN St GILBERT'S SCHOOL, POINTON**

PARISH COUNCILLORS PRESENT: Dean Wesley (Chair), Robert Clarke, Chris Green, Corrine Ramm, Joyce Taylor and Georgina Freeman

ALSO IN ATTENDANCE: Susan McArd (to minute the meeting) and 4 members of the public

It was noted that the meeting was videoed

1. CHAIRMAN'S OPENING REMARKS

2. TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Greenwood. Cllr Taylor had sent an apology as she would have to leave the meeting early.

3. DECLARATIONS OF INTEREST

Cllr Ramm declared an interest in item 13.

4. ELECTION OF CHAIRMAN

Cllr Green **PROPOSED** Cllr Wesley, seconded by Cllr Clarke. Cllr Wesley was duly elected as Chairman by majority vote. It was noted that Cllrs Ramm and Freeman abstained.

5. ELECTION OF VICE CHAIR

Cllr Freeman **PROPOSED** Cllr Greenwood, seconded by Cllr Ramm.

Cllr Clarke **PROPOSED** Cllr Green, seconded by Cllr Wesley. Cllr Green was duly elected as Vice Chair by majority vote. It was noted that Cllrs Ramm and Freeman abstained.

6. COMPLETION OF DECLARATION OF ACCEPTANCE FOR OFFICE FOR CHAIRMAN AND VICE CHAIRMAN

Declaration of Acceptance documents were completed and signed.

7. TO ADOPT ALL CURRENT COUNCIL POLICIES AND PROCEDURES

It was noted that no additional documents have been added since last year. It was agreed to adopt existing policies and procedures.

8. MINUTES OF THE PREVIOUS MEETINGS

The minutes of the meeting held on 10 February 2022 were approved.

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Accuracy of the minutes of 24 March 2022 were disputed, however, after checking the video recording of the meeting, Cllr Clarke was able to confirm they were correct, and they were duly approved.

There had been an update on the repairs to the pump outside school. A parishioner has kindly volunteered to repair the pump. He would investigate to see if the lead piping needs to be replaced and would report back to the Parish Council.

Item 13 in the minutes of 28 April 2022 were disputed, Cllr Clarke had checked their accuracy from the video recording. Cllr Wesley had consulted with LALC; the minutes could be approved if there was a majority vote. The majority voted to approve the minutes.

8.03pm Cllr Taylor left the meeting.

9. ASSET REGISTER

The current asset register would be updated, if this could not be located then a new one would be compiled ready to adopt at the next meeting.

ACTION: Clerk - agenda item

10. INSURANCE

Insurance is due for renewal on 31 May, Cllr Wesley would look at getting a valuation and increasing insurance cover if necessary.

ACTION: Cllr Wesley

11. PLANNING

No new applications received,

12. FINANCE

Cllr Wesley has still not been made a signatory and has been unable to obtain bank statements. Cllr Ramm would continue to make payments from the account.

It was noted that finances need to be audited by the end of June. LALC is able to provide this service, Cllr Wesley would look into this further.

ACTION: Cllr Wesley/Clerk - agenda item

After checking the Standing Orders it was **AGREED** following payments could be made: -

- SKDC Bin Direct debit £17.00
- PCPF Grass cutting £100.00
- Community Cleaner March £71.28
- Community Cleaner April £80.19

Income was noted as: -

- Aliro Limited £50.00
- Pointon FC April £120.00

Cllr Wesley outlined a service which is used by other local Parish Councils whereby Parish Councils' websites are regularly updated with their agendas and minutes are uploaded for a cost of £15.00 per month.

Cllr Freeman pointed out that draft agendas have not always been sent out in a timely manner. The agenda needs to be published to the public three working days prior to the meeting and the draft agenda should be circulated to Councillors at least 1 week (five working days) before that.

Until a new clerk is in place it was agreed to pay for any paper and printer ink used to produce meeting documents. Invoices for these should be sent to the Parish Council for payment.

13. PLATINUM JUBILEE

Councillors received a detailed report on the events and activities planned for Saturday 4 June 2022. The Village Hall is also planning events and there will be a beacon at Sempringham Abbey. The Mission Church will be open on the Saturday

Commemorative coins and books will be given to all children in school and in the village. Leftover coins will be given to elderly parishioners, Councillors were asked to put forward the names of elderly persons.

The Village Hall had asked for an additional £173.60 to purchase the clock, it was noted that the cost of the clock includes VAT and this would be claimed back so no additional funding is required.

Concerns were raised regarding payment of the clock while the Parish Council signatories are sorted out; payment by BACS may be an alternative .

A discussion took place regarding the proposed bench outside the school. It was unanimously agreed to purchase the bench including bolt and fitting costs. It was agreed that the existing bench would be repaired by the Village Hall committee and placed outside the Hall. Removal of the old chair and installation of the new one would need to be carefully co-ordinated to ensure there was no danger to the public.

TRAFFIC CALMING: Cllr Freeman is in the process of compiling a questionnaire to ask parishioners which scheme they would like to see in the village. The questionnaire would be distributed to all parishioners.

14. STAFFING MATTERS

One application/CV has been received for Parish Council Clerk.

It was agreed that the interview panel would be made up of Cllrs Freeman, Green and Clarke. LALC will provide suggested interview questions. The panel would meet/liaise prior to the interview.

15. DATE OF NEXT MEETING: Thursday, 16 June 2022 at 7.30pm at St Gilbert's.

The meeting closed at 8.55pm.

Signed:

Date:

APPENDIX 1

Replies to the questions asked at the meeting held on 28 April 2022 were noted for the minutes.

- (i) Councillors to approve provision and upkeep of flower tubs**
- (ii) Councillors would be emailed to agree to fund the remainder of the cost for the bench**
- (iii) Councillors would be emailed to agree the design**
- (iv) Payment of £100 to PCPF to be agreed by email.**
- (v) Date of next meeting to be agreed by email**