

POINTON & SEMPRINGHAM PARISH COUNCIL MEETING

Minutes of meeting held on Tuesday 19th July 2022 at 7.30pm in St Gilbert Primary School

To be noted that the meeting is videoed.

Councillors Present: Cllrs Clarke, Green, Greenwood, Ramm, Taylor and Wesley.

In attendance D. Cllr Dixon-Warren, Parish Clerk Boden and six members of the public.

Public Forum:

22019. It was asked about the potential development that had previously been discussed and Cllr Wesley explained that it had been put on hold for the present time but if the Council heard anything then it would be placed on the agenda.

The hedges around the crossroads on Mareham Lane and Helpringham Road are extremely overgrown and need cutting back. Clerk to report on Fix my Street. It was asked if the Parish Council could again report the length of the grass and the growth of the hedges on the Public Footpath. The clerk had already reported this but will chase again, on Fix my Street.

County Councillor Martin Hill was not present, and no report had been received.

District Councillor Richard Dixon-Warren introduced himself and gave a brief report. A copy of this has been attached.

Council Session:

22020. Apologies for Absence. It was resolved to accept apologies from Cllr Freeman.

22021. Declarations of Pecuniary Interest. Cllr Greenwood declared an interest in Item 14 (Social Club) and Item 16d (Annual Car Meet).

22022. To confirm the minutes of the meeting held on

- a) 19 May 2022. It was resolved to accept the Clerks Notes from the 19 May and for the Chair to sign.
- b) 29 June 2022. It was resolved to accept the Clerks Notes from the 29 June and for the Chair to sign.

22023. To review Standing Orders. It was resolved to accept updated Standing Orders 2018 Version Two – April 2022

22024. To review Financial Regulations. It was resolved to accept the Financial Regulations.

22025. To review and sign the acceptance of Code of Conduct. It was resolved to accept the Code of Conduct and to sign the paperwork provided by the clerk.

22026. To review the Asset Register. It was resolved to update the register as part of the meeting with tenant of the Pavilion and an inspection of the containers of the Playing Field.

22027. To review and accept the policies.

- a) Health & Safety Policy. It was resolved to accept the Health & Safety Policy.

- b) Equality & Diversity Policy. It was resolved to accept the Equality & Diversity Policy.
- c) Publication Scheme. It was resolved to accept the Publication Scheme.
- d) Freedom of Information Request. It was resolved to accept the Freedom of Information Request guidance.
- e) Data Protection Policy. It was resolved to accept the Data Protection Policy.
- f) Data Breach Policy. It was resolved to accept the Data Breach Policy.
- g) Complaints Policy. It was resolved to accept the Complaints Policy.
- h) Vexatious Policy. It was resolved to accept the Vexatious Policy.
- i) Grants Application Policy. It was resolved to accept the Grants Application Policy.

22028. Finances:

- a) Cheques to be agreed and signed

Date	Payee	Amount
29/6/22	M.Fryer (Invoices May & June)	123.50
16/7/22	R. Boden (Expenses)	80.56
16/7/22	R. Boden (Wage – month 3)	GDPR

The cheque for M. Fryer had been written out and signed at the end of the meeting on the 29th June. A further 2 cheques were written out and signed at the end of the meeting held on the 19th July. These were for HMRC were £266.23 is owed for the financial year 21/22 and for St Gilbert Primary School for reimbursement of the Jubilee Coins £518.30, that had been resolved for payment at the meeting on the 16 June 2022.

- b) Accounting Package. It was resolved to purchase the Scribe accounting package for the clerk to use.

22029. Planning Applications:

- a) S22/1196 (Mansell). No comments from the Council
- b) S22/1201 (Bancroft). No comments from Council
- c) S22/1212 (French). No comments from Council.

22030. Councillor's Email Addresses. It was resolved for each Councillor to set up an email address using Pointon.Cllr(surname)@gmail.com due to professionalism and to maintain GDPR.

22031. Jubilee Bench.

- a) Wording of the Plaque. As Cllr Freeman was unable to attend the meeting this item will be placed on the agenda for the next meeting.
- b) Financial Donation. The donation is still available and will be made available when requested.

22032. Litter Picker (Insurance). It was resolved that the clerk contact the Insurance Provider to see if insurance cover could be included.

22033. Social Club – Cllr Greenwood had declared an interest.

Cllr Greenwood wanted to make it clear that the Covid Grant of £10,000, from SKDC, was never applied for but given automatically to the Sports & Social Club on 17 April 2020. It was not known at the time that the Sports and Social Club would cease trading in the July. At the time of folding there was £169.76 in the bank account.

Cllr Greenwood had previously made personal payments of £500 in February and £400 in March to the club to try and keep the Club open.

22034. Pavilion.

- a) Date of Inspection, as previously agreed. It was resolved to set the date as the 13 August 2022.
- b) Panel of Cllrs for the inspection. It was resolved to have Cllrs Clarke, Green, Greenwood, Ramm be on the inspection panel. The clerk is also to attend. *Cllr Ramm emailed on the 20 May to withdraw from the panel due to other commitments.*
- c) Documentation for recording purposes and the full fixture and fittings register. It was resolved for the clerk to write to the tenant requesting the documentation be available on the day.
- d) Outstanding financial amounts from 2020/21 and 2021/22. Cllr Ramm and the clerk are to work together to confirm the outstanding amounts for these periods.

22035. Playing Field.

- a) Fuel for the cutting machines for the PCPF. Due to the HMRC directive on the use of 'red' diesel in tractors the Parish Council needed it confirming as to what machines would be used. Cllr Greenwood is a volunteer for the grass cutting and explained the various machines. It was resolved that the Parish Council purchase the minimum amount of red diesel for the machines.
- b) Training Courses attended. Cllr Clarke had already attended the Playground Inspection course and Cllr Green would be attending in October.
- c) Safety Inspection in August. The clerk had tried to obtain 3 quotes and had at the time received 2 quotes, which the Council had received prior to the meeting. It was resolved to have the inspection carried out by ROSPA.
- d) Annual Car Meet up. Cllr Greenwood had declared an interest. It was resolved that a risk assessment would be needed for the event and that as any money raised would be for charity then a donation would be accepted, with other money going to the British Heart Foundation, as explained by Cllr Greenwood.
- e) Containers on the Field. It was resolved that the containers could be inspected at the same time as the Pavilion, on the 13 August.

22036. Date and time of the next Parish Council meeting would be Tuesday 23 August at 7.30pm.

The meeting closed at 9.00pm.