

MINUTES OF POINTON & SEMPRINGHAM PARISH COUNCIL

ANNUAL PARISH COUNCIL MEETING

Tuesday 6th May at 7.30pm in St. Gilberts Primary School

Councillors present: Cllrs Green, Keeley, Ross and Wesley (Chair)

Not present: Cllr Christie

In attendance: D Cllr Dixon-Warren, R. Boden (clerk) and 16 members of public.

To be noted that the meeting may be recorded for the purpose of transparency.

AGENDA for the ANNUAL PARISH COUNCIL MEETING.

25040. To elect a Chairman of the Council and sign the Declaration of Acceptance of Office. Cllr Ross proposed Cllr Wesley for the position of Chairman. This was seconded by Cllr Keeley. It was resolved that Cllr Wesley be elected as Chairman of the Council and for the Delegation of Acceptance of Office to be signed.

25041. To elect a Vice Chairman of the Council and sign the Declaration of Acceptance of Office. Cllr Wesley proposed Cllr Green for the position of Vice Chairman. This was seconded by Cllr Ross. It was resolved that Cllr Wesley be elected as Chairman of the Council and for the Delegation of Acceptance of Office to be signed.

25042. To resolve to suspend Standing Orders. It was resolved to suspend Standing Orders

25043. To receive a report from the County Councillor. No report received.

25044. To receive a report from the District Councillor. Cllr Dixon-Warren reported that many events were being planned in the area for VE Day, including two events in Pointon. There are a number of areas in the county where maroon tulips can be seen blooming. These were planted due to the association with the armed forces. Finally, SKDC has followed up on a case of fly tipping and the owners have been given a £600 fine, £300 was paid due to quick settlement. SKDC will investigate cases of fly tipping.

25045. To receive questions from members of the public A resident asked if the Cllrs were custodians of the Pavilion as 40 minutes previous the pavilion had been broken into and he had spoken to Cllr Clarke's son, insinuating that he had been involved. He also asked about security.

Post note: Cllr Clarke's son had contacted his father who had contacted the Council that this had happened but as the Council were in the meeting communication had not been checked.

A heated debate arose and Cllr Wesley asked for order before suspending the meeting at 7.40 pm where the resident left.

The meeting resumed at 7.42pm

A member of public asked if the Parish Council had an address and it was explained that this was the clerk's home address. A member of the public had tried to find the address and were determined that they needed it for communication. Cllr Green stated that if people could not contact the clerk via email then letters could be dropped off at with any of the Cllrs. A member of the public suggested that instead of using the clerk's address the council use the village hall. The clerk stated that bank statements and paperwork

were already set up to correctly. It was asked if the Council could set up a PO box. The clerk will place it on the agenda for the next meeting.

Further questions were asked regarding the tension of the zip wire, ordering of the noticeboard and asking the Chair to dig out his drains to complement the work that Black Sluice had carried out. Cllr Wesley stated that the culvert had collapsed and the Crown would be funding the work.

25046. To resolve to return to Standing Orders to conduct Council Business. It was resolved to return to Standing Orders to conduct Council business.

25047. To receive and accept apologies for absence. It was resolved to accept the apologies of Cllrs Christie and Greenwood.

25048. To receive Declarations of interest for items within the agenda. No declarations were received.

25049. To approve the minutes of the meeting held on the 11th March 2025 and for the chair to sign. It was resolved to approve the minutes of the meeting held on the 11th March 2025 and for the chair to sign.

25450. To review the members of the Staffing Committee. Cllr Green proposed that the staffing committee consist of Cllrs Green, Keeley and Ross. It was seconded by Cllr Wesley and council resolved that the staffing committee is made from Cllrs Green, Keeley and Ross.

25051. To review Standing Orders (Copy sent in Cllr pack but also on website). Standing Orders have been amended due to The Procurement Act 2023 and The Procurement Regulation 2024. It was resolved to accept the Standing Orders for Pointon & Sempringham Parish Council.

25052. To review Financial Regulations (Copy sent in Cllr pack but on website). Financial Regulations have been amended due to The Procurement Act 2023 and The Procurement Regulation 2024. It was resolved to accept the Financial Regulations for Pointon & Sempringham Parish Council.

25053. Finances 2024/25

a) To receive a report of payments, made between meetings, in the financial year 2024/25 – as per cashbook. It was resolved to accept the payments, made between meetings, in the financial year 2024/25.

25054. AGAR 2024/25: To finalise the accounts for the year 2024/25

- a) End of Year: Cash book and bank reconciliation as of 31st March 2025. It was resolved to accept the End of Year: Cash book and bank reconciliation as of March 2025.
- b) To receive and consider the Internal Auditors report. It was resolved to accept the Internal Auditor's report.
- c) Annual Governance and Accountability Return: Section 1, Governance Statement. To approve and for the Chairman and Clerk to sign. It was resolved to approve the Annual Governance and Accountability Return: Section 1, Governance Statement and for the Chairman and Clerk to sign.
- d) Annual Governance and Accountability Return: Section 2. To approve and for the Chairman to sign. The Responsible Finance Officer has already signed and dated the document. It was resolved to approve the Annual Governance and Accountability Return: Section 2 and for the Chairman to sign.
- e) Analysis of Variances. To approve the variances. It was resolved to accept the Analysis of Variances.

- f) Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015. To approve the dates Tuesday 3rd June – Friday 14th July 2025. It was resolved to accept the dates Tuesday 3rd June – Friday 14th July 2025 as the period for the exercise of public rights and other information required by Regulations 15 (2), Accounts and Audit Regulations 2015.

25055. Finances 2025/26

- a) To receive a report of payments, made between meetings, in the financial year 2025/26.

1/4/25 – 29/4/25 - as per cashbook attached. It was resolved to accept the report of payments, made between meetings, in the financial year 2025/26.

- b) To approve payments as list below:

9/4/24 Expenses - £19.97

It was resolved to approve payments as listed above.

- c) To accept the list of payments received:

3/4/25 Precept - £18,2700

17/4/25 Community Cleaner Grant (SKDC) - £463.32

23/4/25 VE Day Grant (SKDC) - £800.00

It was noted that the payments listed above had been received into the Parish Council bank account.

- d) To approve the bank reconciliation and for the Vice-Chair to sign. It was resolved to approve the bank reconciliation and for the Vice-Chair to sign.

- e) To consider LALC as the Internal Auditor for financial year 25/26. It was resolved to approve LALC as the Internal Auditor for the financial year 25/26.

25056. To adopt policies listed below:

- a) Privacy notes policy (Copy sent in Cllr pack but to be put on website after adoption) It was resolved to accept the Privacy notes policy.

- b) Security Compliance checklist. Security compliance checklists have been completed by the Cllrs, as per the Internal Auditor's recommendations

25057. To approve Insurance for Year 2024/25. Item deferred as the clerk is having difficulty receiving quotes.

25058. Clerk's Report. To receive updates. Thanks must be given to Cllr Dixon-Warren for his support in supporting the grant for VE Day from SKDC.

The Council is hosting a VE Day cream tea in the Mission Church on Thursday 8th, 11.00am - 2.30pm, with the collaboration of the children of St. Gilberts School and the church. Everyone is welcome.

There are still tickets available to for the VE event being held on Friday night at the Village Hall. The Village Hall can be contacted for the free entry tickets or a cost of £5 for food.

One of the learning outcomes for the CiLCA is for the council to adopt a yearly Action Plan. This has been circulated to all Cllrs and needs to be adopted. It was resolved for the Council to adopt the Action Plan for Pointon & Sempringham PC.

25059. To consider the purchase of a lawnmower and strimmer for the use around the play equipment and other areas where needed. Cllrs had received 3 quotes for a lawnmower and strimmer. It was resolved to purchase a Rockwood 21" self-propelled petrol mulching lawnmower at £265.99 and a Stigma strimmer garden multi tool at £339.

25060. To consider the use of the playing field for a VJ Day celebration on the 16th August, by the Village Hall Committee. It was resolved for the Village Hall to use the playing field for a VJ Day celebration.

25061. To consider the creation of informal councillor surgeries to be held between parish council meetings. The Council have previously tried this and it wasn't successful, also the Council do not have anywhere to hold these surgeries. The Council would have to pay extra hours for the clerk if they were needed to attend these surgeries. After discussion the Council resolved to place a post box on the noticeboard, to allow an extra way for people to contact the Council.

25062. To consider the purchase of 100 Aqua Sacs for the Pointon Emergency Group, to be made available to residents in flood prone areas under LGA 1972 s. 137 (as it is considered to be of direct benefit to the community and within the annual limit per elector). The Council resolved, under Section 137 of the Local Government Act 1972, to purchase 100 Aqua Sacs. The Council resolved to distribute the Sacs to residents in the flood prone areas, as water enters so quickly, and donate remaining stock to the Pointon Emergency Group, as the group does not have a bank account and could not apply for a grant.

25063. To consider the use of the playing field for school sports day on the 10th July, with a Portaloo sited day before. It was resolved that the school could use the playing field for the school sports day on the 10th July and site a Portaloo the day before.

25064. Grant Application: To consider a grant of £249 for the VE event being organised by the Village Hall Committee under LGA 1972 S.145. It was resolved that a grant payment of £249 be paid to the Village Hall Committee for the VE event.

25065. To consider moving to bimonthly meetings with date TBC. It was resolved to move the meetings to bimonthly and meet on the first Tuesday of the month. Dates for meetings: 1st July, 2nd September, 4th November, 6th January 2026 and 3rd March 2026

Meeting Closed: 20.38 pm