

## OWMBY-BY-SPITAL PARISH COUNCIL MEETING

Minutes of the Council Meeting held in Owmbly Church on June 29<sup>th</sup> 2021

PRESENT : Cllrs G. D. Crompton Howe (Chairman), I Brooke, D Mellor

70/21. **Apologies for absence** - D Leah,

71/21. **Public Participation** - None

72/21. **Reports from County & District Councillors & Police**, if present – No reports were provided. No Incidents reported.

73/21. **To receive declarations of interest in accordance with the 2011 Localism Act** – None declared

74/21. **To approve notes of the previous meeting held previously:**

- a) 11<sup>th</sup> May 2021 – Prop IB – 2<sup>nd</sup> DM - Resolved that the notes of the meeting be approved and signed as correct minutes of the meeting.

75/21. **Matters arising** from the May meeting

Awaiting response from Highways regarding the removal of the Ash tree on Normanby Road and also signage as requested in May (Minute 59/21)

76/21. **Correspondence**

Applicants for PC role – Darren Swift & Phil Jackman

Applications were discussed and it was deemed that all were in favour of Darren Swift to take the role, GCH to follow up by thanking both for their applications and inviting Darren to join the council.

77/21. To resolve the **Finance Policy** – Further refinement of the finance policy required following discussion around several points. The policy has to be workable and practical as well as legal. IB to further adjust the policy and bring to the next meeting for final sign off.

78/21. To resolve the **Terms of Employment for the Clerk**. The clerk being happy with the terms as provided will circulate to the council with a view to resolving at the next meeting.

79/21. **Clerks pay**

Increase to £10.44 in line with the correct rate as described in E01-20 | 2020-21 NATIONAL SALARY AWARD dated 20 August 2020 - Prop IB, 2<sup>nd</sup> - DM. All in favour.

80/21. **Community field and CPC update**

To ratify the CPC committee in its current form –

Prop – GCH 2<sup>nd</sup> – DM

We are keen to get events going but the events committee cannot do this as they are a sub committee of the CPC which is still to be re-affirmed by both NPC and OPC in line with the existing Terms of Reference. OPC have now ratified the CPC in its current form at a full parish council meeting. This comes from a desire to enable to CPC to continue with it's events program for the summer.

Next event – Scarecrow and Pop up tea room. The ability for this event to proceed still hangs in the balance due to the uncertainty of whether the committee will be re-affirmed by both councils.

81/21. **5 year plan update** – IB presented a new form which will ease the tracking of actions taken as part of the 5 year

plan.

82/21. **Cemetery update** – Following a meeting between the clerk and Cllr Hanson from NPC it was deemed that there is a requirement to bring the grounds of the cemetery to an acceptable standard. Currently the cemetery is overrun with rabbits which are damaging areas around graves. The current contractor has been challenged about the current standard of work with a few to seeing it improved as there is long grass being left and the area being generally untidy.

Cllr Hanson has received a quote from N Heather who currently cuts the park. OPC clerk to speak to MKS for a comparable quote once we know what N Heathers quote entails? OPC are keen to form a working party to resolve the initial issues with the rabbit holes, the clerk is to approach NPC to see if they would be on board with this.

83/21. **Highways Matters** – awaiting response reference Ash Tree and road signs as requested to Cllr Bunney.

84/21. Action regarding **Trees on Normanby Road** – quotes received. Pending information from Highways regarding the Ash Tree.

85/21. **Finance & accounts for payment-**

**Payments received-** VAT Reclaim 2019/2020 and 2021/2021 - £1302.77

**Payments made between meetings-**

Who	What	Ref	How Much
Green Grass Contracting	Half Cost of Hedge Cutting	8	£120.00
Julie Haycraft	Clerks Pay\Exp May 2021	9	£172.60
MKS	Grass cutting Inv 2455	10	£192.00
Julie Haycraft	Postage Costs	11	£8.95
TJ Book Keeping	Payroll setup and Mths 1-3	12	£93.00
CPC	Transfer VAT Reclaim to CPC	13	£865.10

**Payments to be made** – J Haycraft 172.60, MKS £192.00

86/21. **Annual return**

The clerk presented the year end accounting statements prepared to proper accounting practices for the period 1st April 2020 to 31st March 2021. Audited by P Yarnell at Cassells, Market Rasen.

The Annual Governance Statement was resolved and signed by the Chair:

87/21. **Planning** – Planning ref 143252 arrived on the day of the meeting clerk to circulate - to be looked at ready for next meeting.

88/21. **Defibrillator** – the defibrillator is due for new pads and battery at an approx. cost of £280. Alternatively there may be an option to pursue membership to an annual scheme at a cost of £100. Clerk to explore the annual scheme when were already at a state of requiring replacements. Clerk to Email of thanks to Jeff for monitoring the equipment.

89/21. **Date and time of next meeting** – 13th July

Meeting closed 21:02