

MINUTES OF THE MEETING OF WIGTOFT PARISH COUNCIL HELD ON 4th October, 2021.

Present: Cllr B Leggott; Cllr S Smith; Cllr P Craven; Cllr S Baxter; Cllr S Collingwood and Cllr S Brigham.

Also Present: County Councillors, Michael Brookes. Borough Councillor Mike Cooper.

Public forum: None

Chairman's remarks: Welcome to the October meeting

061/21 Apologies for absence and reasons given

None.

062/21 To receive any declarations of interest in accordance with the Localism Act 2011.

Cllr PC declared an interest in agenda item number 8.

063/21 Police Report. Nothing to report.

064/21 Notes of the meeting held on 2nd August 2021 to be confirmed and signed as minutes.

The above notes were agreed and signed as minutes. It was resolved to accept the notes as minutes. **ACTION: Clerk to post minutes on website.**

065/21 Financial matters: Accounts for payment; budget figures and financial report.

Date of invoice	Details of payment	Amount ex vat	Vat reclaimable	VAT not reclaimable	Overall total	How paid
15.8.21	Pay	208.00				BACS
15.8.21	PAYE	52.00				BACS
15.8.21	Clerk use of home as office	20.00				BACS
31.8.21	Payroll services	18.00				BACS
17.8.21	Website maintenance to 31.3.21	105.00	21.00			Debit card
5.8.21	HP Instant Ink	8.32	1.67			Debit card
5.9.21	HP Instant Ink	8.32	1.67			Debit card
14.8.21	Clean, treat/paint benches in village	340.00				BACS
21.8.21	Grass cutting	420.00				BACS
6.8.21	Postage	1.29				Debit card
TOTAL		1180.93	24.34		1205.27	
RECEIPTS						
	None					
TOTAL		0.00				

Date of invoice	Details of payment	Amount ex vat	Vat reclaimable	VAT not reclaimable	Overall total	How paid
15.9.21	Pay	208.00				BACS
15.9.21	PAYE	52.00				BACS
15.9.21	Clerk use of home as office	20.00				BACS
30.9.21	Payroll services	18.00				BACS
TOTAL		298.00	0.00		298.00	
RECEIPTS						
	None					
TOTAL		0.00				

Finance report – None.

It was resolved to authorise the above payments and budget figures. **ACTION: Clerk to make payments and add budget to website.**

Cllr PC left the meeting at 19:42.

066/21 Planning: Outline planning permission for 20 dwellings with access, appearance, layout and scale reserved for later approval at land adjacent to Millgate Lodge, Asperton Road, Wigtoft, PE20 2PJ.

A lengthy discussion was held about the above application. It was resolved to submit the following comments to planning department at Boston Borough Council.

1. The Parish Council share concerns about surface water, drainage and sewerage disposal.
2. The Parish Council have concerns about the effect on Sutterton Fourfields school which needs investigating.
3. The planning application is for 20 houses. The South Lincs Local Plan says 19.
4. The Parish Council share concerns about the proximity of the access to and exit from the site in relation to the blind bend to the north of the location.

ACTION: Clerk to submit above comments to planning department.

Cllr PC rejoined the meeting at 20:07.

067/21 Correspondence

31.7.21	Wigtoft News and Views	emailed to Councillors 4.8.21
3.8.21	LALC enews	emailed to Councillors 4.8.21
17.8.21	Parish News from Boston Borough Council	emailed to Councillors 17.8.21
31.8.21	LALC enews	emailed to Councillors 3.9.21
20.9.21	LALC enews	emailed to Councillors 23.9.21
27.9.21	LALC enews	emailed to Councillors 29.9.21
26.9.21	Wigtoft News and Views	emailed to Councillors 29.9.21

068/21 Councillors' Reports.

Cllr SS – had been asked if anyone could help at the Christmas Tree Festival, and/or read a lesson or help with putting up the lights. Cllr BL offered to read a lesson. Cllr PC offered to help with the lights. Also asked if the Parish Council wish to sponsor a Christmas Tree this year. It was resolved to sponsor a tree at a cost of £10.

County Cllr MB advised Council that LCC would be emailing Parishes shortly with an offer of a 1 tonne bag of salt for use in icy conditions on the paths and roads in the village. It was suggested that perhaps the bag could be delivered to Cllr SC who could move the bag to the required position. Clerk to monitor for receipt of the email. The County Views panel are still asking for people to join. Clerk to readvertise on Facebook and ask if it can be included in the next News and Views.

069/21 Clerk's report

None

070/21 To review the rent for the allotment land at the two-year anniversary (to give the tenant one year's notice of review)

It was resolved to increase the rent to £175 per acre per annum with effect from 1.11.22. **ACTION: Clerk to write to tenant.**

071/21 To discuss the email received from Victoria Clark, internal Auditor, about the changes to the internal audit structure and to decide whether to have a midyear and end of year internal audit at a cost of £80 or an end of year audit only at a cost of £100.

It was resolved to have an interim and end of year internal audit at a cost of £80. **ACTION: Clerk to advise Victoria Clark and arrange for the internal audit to take place in November.**

072/21 To commence budget preparation for 2022-23

The clerk advised Council that quotes had been requested for grass cutting, mole control and payroll services and that the majority of the budget will need to be completed at the November meeting. The clerk requested that Councillors think about any activities/projects which may need to be budgeted for in the next financial year prior to the meeting.

073/21 To discuss the proposed village Christmas Meal and "Bacon Buttie morning" visits by Councillors (Cllr Brigham)

Cllrs Brigham and Smith advised the Council that tickets for the meal have sold out. The date is set for the 12th of December from 1 to 4 pm. Help with various tasks was requested. It was resolved to donate £100 towards the event. **ACTION: Clerk to make payment to Cllr SS.**

Cllrs Brigham and Smith asked if one Councillor would attend one Bacon Buttie morning per month. It was resolved to agree a rota up to February 22. **ACTION: Clerk to send email to Councillors confirming details.**

074/21 To discuss the proposed cutting of designated paths in the Wildflower Garden.

It was resolved to obtain quotes for the cutting of the access track, the perimeter pathway and four paths through the garden. **ACTION: Clerk to obtain quotes.**

075/21 An update on the grass cutting in the churchyard by the Community Service Group (Cllr Brigham).

Cllr Brigham advised that this item needed no further action as the Church Committee are now dealing with it.

076/21 To agree a date for the clerk's annual review.

It was resolved that the Chairman and Vice Chairman would undertake the review prior to the meeting scheduled for the 1.11.21 at 6.30 pm. **ACTION: Clerk to send out necessary paperwork prior to the review.**

Meeting closed at 20.55

Next meeting 1.11.21 at 19:00.