

MINUTES OF THE MEETING OF WIGTOFT PARISH COUNCIL HELD ON 6th December, 2021.

Present: Cllr S Baxter; Cllr S Collingwood and Cllr S Brigham.

Also Present: County Cllr M Brookes and Borough Cllr M Cooper.

Public forum: None

Chairman's remarks: Vice-chair, Cllr Brigham, chaired the meeting due to the absence of the Chairman.

091/21 Apologies for absence and reasons given

Cllrs BL and SS sent their apologies and reasons for absence. It was resolved to accept their apologies and reasons for absence.

092/21 To receive any declarations of interest in accordance with the Localism Act 2011.

None

093/21 Police Report. None

094/21 Notes of the meeting held on 1.11.21 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.**

095/21 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
15.11.21	Pay	208.00				BACS
15.11.21	PAYE	52.00				BACS
15.11.21	Clerk use of home as office	20.00				BACS
30.11.21	Clerk travel claim	25.20				BACS
30.11.21	Payroll services	18.00				BACS
5.11.21	HP Instant Ink for printer	8.32	1.67			Debit card
15.11.21	Internal audit	50.00				BACS
24.11.21	Annual Playground Inspection	86.00	17.20			BACS
TOTAL		467.52	18.87		486.39	
RECEIPTS						
	None	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.**

096/21 Planning: none.

097/21 Correspondence

1.11.21	email re Local Transport Plan Consultation forwarded By County Cllr M Brookes. Shared with Cllrs, posted on Facebook and website.	
11.11.21	email re consultation about the proposed expansion of The Fourfields Church of England School, Sutterton. Emailed to Councillors 16.11.21.	
16.11.21	Parish News from Boston Borough Council	Emailed to Councillors 23.11.21
16.11.21	LALC enews for Councils	Emailed to Councillors 23.11.21
19.11.21	Civility and Respect Newsletter	Emailed to Councillors 23.11.21
22.11.21	email re letter outlining the proposed significant change in relation to The Thomas Cowley High School & South Lincolnshire Academies Trust. Emailed to Councillors 23.11.21	
26.11.21	LALC enews for Councils	Emailed to Councillors 29.11.21
30.11.21	LALC enews for Councils	Emailed to Councillors 1.12.21
1.12.21	Wigtoft News and Views	Emailed to Councillors 1.12.21 and added to the website.

098/21 Councillors' Reports – none.

099/21 Clerk's report

The clerk did not attend the training day due to unforeseen circumstances.

The new email addresses have not yet been set up but will be done as soon as possible.

The annual tree inspection in the playing field has been requested.

The clerk contacted the Road Safety Partnership about the possibility of having parking restrictions by the village hall. They have referred me to Highways. No further information at this time.

100/21 To present the report from the Internal Auditor

The auditor reported that all documentation was found to be in order, very clear and well organised. It was resolved to accept the Internal Auditor's report.

101/21 To continue with the budget preparation for 2022-23

The budget was finalised. It was resolved to request a precept amount of £11091.50 from Boston Borough Council for the financial year 1.4.22 to 31.3.23. See separate paper for proposed budget and quotes accepted. It was resolved to earmark £4000 from reserves held as at 31.3.22 for potential replacement and repairs to the Footway Lighting.

ACTION: Clerk to forward precept request to Boston Borough Council and add the budget to the website.

102/21 To review the annual play area/playing field inspection undertaken by Wicksteed and to decide what action to take with the repairs to the wetpour surface and any other actions required. To receive feedback on the inspection by Cllr Brigham. agree who will complete the January inspection.

Cllr Brigham gave feedback from the annual inspection as she had accompanied the Inspector from Wicksteed Leisure. She produced a report. Following the review, it was resolved to accept the quote from Wicksteed Leisure for repair to the wetpour underneath the 2 seat swings and replacement of the bearing on the spinning pole at a cost of £533.95. It was resolved to obtain a quote for a replacement roundabout. Cllr Brigham volunteered to undertake the January inspection. **ACTION: Clerk to place order and obtain quote.**

103/21 To confirm the date for the Parish meeting for 2022.

It was resolved to hold the Annual Parish meeting at 18.30 prior to the March meeting on 7.3.22

Meeting closed at 20.15

Next meeting 7.2.22.

Meeting date 6.12.21, notes to accompany agenda item 101/21, budget planning for the year 1.4.22 to 31.3.23

Footway lighting budget increased to £1308 due to increase in electricity costs.

Wages, PAYE and Clerk use as Home as Office budget increased due to hourly pay increase and increase in Use of Home as Office allowance. Clerk's pay and expenses have not been increased since starting in April 2018.

Grass cutting budget increased slightly to cover cost of regular mowing of the Wildlife Garden. A resolution was passed to accept a quote of £70 per cut (no increase) for the playing field and £15 per cut for the Wildlife Garden from A. Appleby Services.

Maintenance/Gardening budget increased to £300 to cover maintaining the Wildlife Garden.

A resolution was passed to accept a quote (no increase) of £450 for the year for Mole Control in the Playing Field by Premier Pest Services.

A resolution was passed to pay for the electricity used to power the Christmas lights up to a maximum of £100.

A resolution was passed to budget £650 for the year for donations/grants.

Reductions – budget for mobile phone by £10; Internal Auditor Fees by £70.

All other budget lines remain the same or have a small increase due to future costs not known at this point.