



FULL PARISH MEETING OF THE COUNCIL

07 March 2022 - 7.30pm

MINUTES

Present:

Councillors: Cllr. Ashton (Chair), Cllr. Hall (Vice Chair), Cllr. Murphy, Cllr. Westin

Clerk and RFO: Mr S Baxter

Members of the public (MOP): 4
(two in person and two by remote)

Meeting commenced at 7.30pm

Meeting was held at the SALKO Offices, Main Street, Spaldington. Due to the location, only Parish Councillors were present with very few community persons at the location. All the community were invited to attend the meeting via the remote function. The link was as follows:

<https://us02web.zoom.us/j/6464337457?pwd=YktQVmRiK0tHOWdEVDVPZzR1UEtlQT09>

AGENDA ITEMS FOR DISCUSSION AND DECISION

1. **Welcome to all Councillors.** The Chair will remind all that the meeting is recorded and the recordings are kept for a minimum of 12 months.

The Chair welcomed all Councillors and members of the public to the face to face Parish Meeting. He confirmed that while the Councillors and Clerk were present in person as well as some members of the public, the meeting was also to be streamed via Zoom for other members of the community and press.

2. **Members of the public participation** - Any questions will be at the discretion of the Chair.

There were two members of the public in person and two linking into the meeting via Zoom. There had been one question sent to the Clerk to be put the Council before the meeting:

- i) *Can the Parish Council explain what happened with the signpost at Boothferry Road as it looks dreadful in terms of the Spaldington and Willitoft sign?*



The Clerk stated that he received this email from a resident. He continued that he explained that it was a ERYC Highways responsibility but that he would email the Highways Team to ask for this to be investigated.

The Clerk stated that subsequently he received a reply from the Highways Team in that they were aware of the situation and had replaced the double arm of the sign but not the single arm. They will now order the single arm and it will be installed. They have made PC away that it will be in actioned in April in the new financial year.

- ii) *Are the Parish Council aware that the development of lodges and other buildings at YOKE GATE FARM was in excess of what was permitted in the original planning permissions – which overall is not only possibly illegal but also affects the local community?*

The Chair stated that this query was received from a member of the community recently and from initial research the Councillors had undertaken. He stated that this property was advertising on property sites of items at the centre far in excess of what was permitted.

The member of the public stated that they had seen that the development continuing quite rapidly and that there were facilities such as a pub, spa and utilities being advertised but there was no mention of these on the planning permission granted.

The Council discussed this issue and the agreed that the PC should contact the ERYC Planning Team to make them aware of possible contraventions of planning permissions and the effect this may be having on neighbours as well as the full community.

Action: The Clerk to write to the ERYC Planners and request this situation is reviewed and a reply supplied.

3. **Proposal to exclude members of public from participation** – but can observe

For the following agenda points members of the public can observe the meeting but cannot take part in any debate. Any persons not Councillors or the Clerk will be asked to remain silent and muted on Zoom

- *Motion to exclude any members of the public and press but they can view the meeting was proposed, seconded and agreed unanimously. Motion carried.*

4. **Apologies for absence from Councillors**

There were no apologies from Councillors as all were present.

5. **Declarations of interest** – for the Council to note including dispensations presented to the Clerk

The Clerk confirmed that there no declarations of interest submitted to him before the meeting.

6. **Minutes of the last Full Parish Council Meeting** (07 February 2022) – to formally agree that the minutes are an accurate record



The Chair confirmed that the Clerk had sent the DRAFT Minutes of the last Full Parish Council meeting on the 07 February 2022.

There was a discussion between the Councillors to confirm receipt and all stated they were happy it was a true and accurate record of the meeting.

- *Motion to agree the Minutes of the Full Parish Council Meeting of the 07 February 2022 was proposed, seconded and agreed unanimously. Motion carried.*

There was an additional discussion on a request from the Head of Legal Services at ERYC after he had received a request from two members of the community. The request was that for the minutes for the 19 January 2022 and 07 February 2022 that an additional supplementary note be added in regard to the use of the term 'previous administration' and the expenditure of £45k following various issues. The H of L at ERYC asked (on their behalf) that the note be added to the minutes stipulating that any decisions made which contributed to the expenditure of £45k was Parish Council decision and not a 'previous administration'.

The Clerk stated that in his recommendation the minutes for both meetings had been agreed as accurate and that as the minuted details did not name any previous or current individual councillors and the term 'previous administration' is a descriptor not a named statement, the Councillors need not feel obligated to add a paragraph asked from members of the community.

The Council discussed this in detail and felt that the minutes were clear and accurate, and there was no mention of any particular current or former councillors – if anyone felt that the description was about them this was unfortunate but not the Council's responsibility or that the Council should be pressurised into changing anything.

- *Motion to reject the request of the Head of Legal Services of ERYC to add any supplementary notes to any minutes. Motion carried.*

Action: The Clerk to write to the Head of Legal at ERYC and inform him that his request has been rejected.

7. **Financial update from the Clerk** (including bank reconciliations) - from the Clerk

The Clerk confirmed that he had sent the recent financial report to the Councillors for their perusal. He confirmed that the report covered February 2022 period.

He stated that as at the end of February 2022 there as approximately £9,950 in the bank (across three bank accounts) – this would reduce during the period of March as the payment to the Clerk and Peninsula Insurance was deducted. He estimated that there would be circa £9,300 left in the bank at the end of the financial year. This was slightly higher than previous projections.



Spaldington Parish Council



.....at the heart of the Community, for the benefit of the Community.....

The bad news was that he had received an estimated cost from the External Auditor, in regard to their investigation would swallow most or all of these funds.

The Chair thanked the Clerk for the work and that while it was good news that the prudent financial management for this year enabled the Council to ensure everything was paid (including the External Auditor cost) it was with great regret that the council and the community, despite careful planning by this administration, was left with nothing in reserve because of the effect of the legal issues several years ago.

The Clerk did state that hopefully the Council while the Council would start the new financial year with no reserves, it would begin a new phase with no financial liability hanging over them and they would start afresh.

- *Motion to agree the financial report laid by the Clerk to the Council was proposed, seconded and agreed unanimously. Motion carried.*

8. General expenditure for approval - to formally agree that the payments are acceptable:

PAYEE	EXPENDITURE REASON	AMOUNT
Clerk Salary and overtime	Contractual for March 2022	Withheld due to confidentiality
Clerk's office allowance	Contractual for March 2022	£26.00
Clerk's travel expenses	Feb and March PC Meetings	£48.60
Peninsula Insurance	Insurance - March 2022	£116.60 + VAT
Defibrillator UK Ltd	Annual lease cost	£401.50 + VAT

The Clerk did state that through a negotiation with Defibrillator UK Ltd the payment would be made in the new financial year which helps the budget planning.

The Council briefly discussed the payments and agreed they were acceptable.

- *Motion to agree the expenditure as detailed in the schedule of payments was proposed, seconded and agreed unanimously. Motion carried.*

9. Grant from the ERYC for tree planting

The Clerk confirmed that he had been in contact with ERYC and they had confirmed the upon presentation of the invoices or receipts the grant would be paid in due course.

Cllr Murphy confirmed that through his negotiation he had been able to get 160 trees, not the 100 that was first planned.





All the Councillors agreed that the planting was looking good and that it would, as the trees grow, make the area look very good and that it would greatly benefit the wildlife of the area.

The Councillors thanked Cllr Murphy and hoped that an additional noticeboard and possible a bench would add every more to the area.

10. Telephone Box update

Cllr Murphy stated that the telephone box is very nearly finished with just a few bits of glazing work and some finishing touches to do.

The Councillors discussed the project and all were agreed the telephone box looked very good and wanted to pass their thanks to Cllr Murphy and his team for the brilliant work. They all agreed it is a great asset to the community and sits proudly in Main Street.

11. Planning Applications – to discuss and agree the Council’s viewpoint on each

The Clerk confirmed that there had been no new planning applications. He did also confirm that he had reported the issues raised at the last Council Meeting and had a confirmation from ERYC that had been in contact with the property owners to assess the issues.

12. Parish noticeboard – to discuss and agree way forward, including funding options

The Clerk had confirmed that the noticeboard had been ordered and was advised it was a 12-14 week lead time. He also confirmed that both of the doors on the noticeboard would be locked for security but that if any member of the community wished to publicise something there they could ask a Councillor.

All the Councillors agreed the new noticeboard would be great for the look of the Main Street

13. Spring/ Summer Fete for the village – Funding options

The Councillors discussed the idea of having a celebration for the Queens Jubilee through a summer fete. They discussed the idea that they could hold a celebration on the same area where the Christmas Tree is generally situated. The Councillors also discussed that the a marquee was available from a community group.

The Council felt that it would be appropriate to apply for funding from the Windfarm Grant Fund for help in the event.

Cllr Murphy was going to look at possible costings and send it to the Clerk for his review of options and grants available.



Action: Once Cllr Murphy provides the detail to the Clerk, the Clerk would then look to submit an application the Windfarm Grants.

14. Windfarm Fund – update from the Parish Council representative

Cllr Murphy and Cllr Ward stated that the Windfarm Grant Fund is now open for applications – with the closing date of 21 May 2022.

They also confirmed that there would be Windfarm Grant Meeting at Eastington Village Hall on the 29 March 2022 at 7pm. This would allow all community groups to gain further insight into the opportunities the Windfarm Grant Fund may bring.

15. Formal request to amend or add a supplementary note to Minutes of the 19 January 2022

This agenda point was discussed as part of Agenda point 6 and a decision agreed by the Council.

16. Urgent or important correspondence including FoI request – update from the Clerk

The Clerk stated that there was no urgent correspondence other than one – it was a request from the Standards Committee at ERYC for the email addresses of the Councillors. The Standards Committee wanted to contact the Councillors about a complaint. But no details were provided to the Clerk.

17. Parishioner concerns relayed to Councillors – any update from Councillors from Parishioners

The Chair stated that he had received three queries from the Community that had been raised with:

- i) *A query was raised by a member of the community in regard to a wooden cabin at HOWDEN EQUESTRIAN CENTRE that was being used as accommodation permanently but was not believed to have any planning permission.*

The Chair stated that he was made aware that there was a possible planning permission contravention in regard to the use of a wooden cabin at the HEC. The Council agreed that this needs further exploration with the ERYC Planning Team to establish if the correct permissions had been obtained.

Action: The Clerk will write to Planning Enforcement and ask them to review the situation.

- ii) *A query was raised on the current condition of the C88 roadway and in particular the surface which includes significant potholes*

The Chair stated that he was made aware that the number of potholes that were on the road and what can be done about it before it caused a car accident.

The Councillors discussed the issue and agreed that the road was getting worse and needed attention. They asked the Clerk to write to the Highways Department at ERYC to ensure they were aware.



Action: The Clerk will write to Highways and ask for feedback on what they plan to do.

iii) A question was raised about the emergency provision that the Parish Council had in the event of a major issue that would affect the running of the Parish Council or the community?

The Chair asked the Council what provisions they felt that was needed in the very unlikely event of a major incident or issue. The Council discussed the issue.

The Clerk confirmed that there was a BUSINESS CONTINUITY PLAN which would come into force should anything happen.

18. To agree the date and location of the Full Parish Council Meeting - 7.30pm Monday, 04 April 2022.

- *Motion to agree the next Full Parish Council meeting to be held on the 07 March 2022 at 7.30pm at the SALKO Offices with members of the public joining as well as a the meeting being shared by a remote digital means was proposed, seconded and agreed unanimously. Motion carried.*

19. Proposal to exclude members of public from participation due to confidential items

For the following agenda points members of the public cannot take part in any discussion or debate. Any persons not Councillors or the Clerk will be removed from the meeting.

- *Motion to exclude any members of the public and press was proposed, seconded and agreed unanimously. Motion carried.*

20. Staffing Discussion

The Council discussed the staffing agenda point and the staffing review was agreed, as was the recently published NALC Payscale agreement which had the effect of back pay being owed.

The Council agreed to raise the SP Pay Point 14 for the Clerk.

- *Motion to agree the payscale for the Clerk was agreed at SP14 was proposed, seconded and agreed unanimously. Motion carried.*

The details of the review were considered confidential and thus the actual detail would be noted in a separate report for the Councillors.

MEETING WAS CLOSED BY THE CHAIR AT 9.00PM.