

NOCTON PARISH COUNCIL

Minutes of the Annual General Meeting of Nocton Parish Council held at 7.00 p.m. on Tuesday, 10th May 2022 in The Nocton Hub.

PRESENT: Councillor Ian Goldsworthy (Chair)
Councillors Mike Clarke, Mike Kaye, George McDonnell and MaryAnn Williams

Approx. 50 members of the public were also in attendance

No.	Item	Action By
	The Chair welcomed councillors and members of the public to the meeting.	
1.	APPOINTMENT OF CHAIR AND VICE CHAIR.	
	<p>MOVED by Councillor Mike Kaye; SECONDED by Councillor George McDonnell it was resolved Councillor Ian Goldsworthy be appointed the Chair for the Municipal Year 2022/2023.</p> <p>MOVED by Councillor Ian Goldsworthy SECONDED by Councillor MaryAnn Williams it was resolved Councillor Mike Kaye be appointed Vice Chair for the Municipal Year 2022/2023.</p>	
2.	APOLOGIES FOR ABSENCE	
	There were no apologies for the meeting.	
3.	DECLARATIONS OF INTEREST	
	There were no declarations of interest.	
4.	MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 4 MAY 2021, 12 APRIL 2022 AND 28 APRIL 2022.	
	<p>a) MOVED by Councillor Mike Kaye; SECONDED by Councillor George McDonnell and RESOLVED that the minutes of the meeting held on 4 May 2021 be agreed as a correct record of the proceedings.</p> <p>b) MOVED by Councillor Mike Kaye; SECONDED by Councillor George McDonnell and RESOLVED that the minutes of the meetings held on 12 April and 28 April 2022 be agreed as a correct record of the proceedings.</p> <p>The minutes were then signed by the Chair.</p>	
5.	APPOINTMENT OF COMMITTEES, ETC	
	<p>MOVED by Councillor Mike Kaye SECONDED by MaryAnn Williams it was resolved not to appoint members to the Finance Committee and Personnel Committee and defer until Council had a full membership.</p> <p>Hub Management Group; agreed that the membership comprises Councillors George McDonnell, MaryAnn Williams, and Jayne Faulkner and Bob Webster. Nicola Clarke wished to resign as a member.</p>	

6.	PARISH COUNCIL STANDING ORDERS, POLICIES AND FINANCIAL REGULATIONS																																																				
	MOVED by Councillor Ian Goldsworthy SECONDED by Councillor Mike Kaye it was resolved to defer the agenda item to a further meeting.	Clerk																																																			
7.	DISTRICT AND COUNTY COUNCILLOR REPORTS																																																				
	County Councillor Ian Carrington would look into the provision of a Nocton sign approaching the village from Potterhanworth, which was a long outstanding request to the Highways Authority.																																																				
8.	CHAIR'S ANNUAL REPORT FOR 2021/2022																																																				
	<p>A report was received from Councillor Mike Clarke for the Municipal Year 2021/2022. It had been a challenging year with meetings well attended by members of the public. Councillor Clarke thanked Councillors for their commitment to the village and continued work.</p> <p>The Hub continued to progress with bookings increasing. He also thanked the Village Keeper for his continued work and the Hub Manager.</p> <p>Councillor Ian Goldsworthy (Chair) thanked Councillor Mike Clarke for his services during the Municipal Year 2021/2022.</p>																																																				
9.	FORMER ACTING CLERK'S REPORT																																																				
	<p><u>Schedule of Payments</u></p> <table border="1" data-bbox="282 1045 1279 1730"> <thead> <tr> <th></th> <th>EXPENDITURE</th> <th>£</th> </tr> </thead> <tbody> <tr><td>1.</td><td>NKDC License</td><td>70.00</td></tr> <tr><td>2.</td><td>Anglian Water Hub</td><td>27.00</td></tr> <tr><td>3.</td><td>PA System (200 Club Grant)</td><td>205.98</td></tr> <tr><td>4.</td><td>Hallmaster Annual Fee</td><td>224.40</td></tr> <tr><td>5.</td><td>DPP Plumbing (blocked toilet)</td><td>40.00</td></tr> <tr><td>6.</td><td>PW Walters (window cleaning)</td><td>20.00</td></tr> <tr><td>7.</td><td>Bank Service Charge</td><td>18.00</td></tr> <tr><td>8.</td><td>OPUS Energy Street Lights x 3</td><td>65.77</td></tr> <tr><td>9.</td><td>Plusnet</td><td>26.40</td></tr> <tr><td>10.</td><td>E.ON Next (Hub electricity)</td><td>586.43</td></tr> <tr><td>11.</td><td>HMRC (Paye)</td><td>97.40</td></tr> <tr><td>12.</td><td>Lincoln Print Centre</td><td>17.27</td></tr> <tr><td>13.</td><td>Salaries and Wages (Apr)</td><td>745.97</td></tr> <tr><td></td><td>INCOME</td><td></td></tr> <tr><td>1.</td><td>Hub Hirers (13)</td><td>1,706.00</td></tr> <tr><td>2.</td><td>NKDC Precept</td><td>27,109.00</td></tr> </tbody> </table> <p>A Schedule of Payments for the period April 2022 was approved.</p> <p><u>Parish Council Bank Accounts</u></p>		EXPENDITURE	£	1.	NKDC License	70.00	2.	Anglian Water Hub	27.00	3.	PA System (200 Club Grant)	205.98	4.	Hallmaster Annual Fee	224.40	5.	DPP Plumbing (blocked toilet)	40.00	6.	PW Walters (window cleaning)	20.00	7.	Bank Service Charge	18.00	8.	OPUS Energy Street Lights x 3	65.77	9.	Plusnet	26.40	10.	E.ON Next (Hub electricity)	586.43	11.	HMRC (Paye)	97.40	12.	Lincoln Print Centre	17.27	13.	Salaries and Wages (Apr)	745.97		INCOME		1.	Hub Hirers (13)	1,706.00	2.	NKDC Precept	27,109.00	
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	<p>The Chair reported that as at 30 April 2022, the Parish Council had a combined total of £46,537.35 across each of its three bank accounts, which included £1,564.30 held on behalf of the Nocton 200 Club.</p> <p><u>The following item of correspondence were noted:</u></p> <p>A replacement Defibrillator had been ordered for the Hub, a letter of thanks had been sent to Lincoln Rotary for the generous donation towards the cost.</p>	
10.	PARISH COUNCIL INTERNAL AUDIT 2021/2022	
	<p>The Chair said that thanks to the hard work of certain members of the community and councillors, the Parish Council was now in a position to complete the Annual Governance Accountability Return. It was noted that the Chair had an appointment with the Internal Auditor Friday 20 May 2022.</p>	Chair
11.	PARISH COUNCIL WEBSITE	
	<p>MOVED by Councillor Mike Kaye SECONDED by Councillor MaryAnn Williams it was resolved to obtain quotations to engage the services of a Consultant to undertake a review of the Parish Council website.</p>	Clerk
12.	PROVISION OF SALT / GRIT BIN	
	<p>The Chair had again approached LCC for the provision of a Bin-at Nocton Hub to store the salt which was currently in a builder's bag.</p>	
13.	STREET LIGHTING ISSUES	
	<p>Currently there are 17 All Night and 9 Part-Night street lamps. The cost to move to Part-Night Cells is £95 per lamp with an anticipated saving of £300 per annum. In view of the costs involved it was agreed not to change all of the lamps at this stage. An order had, however, been placed for street lamp no. 25, Main Street as previously requested by a resident.</p>	
14.	GRASS CUTTING AT NOCTON PARK	
	<p>A request had been received from a resident that the Parish Council assume responsibility for the grass cutting on the communal areas of Nocton Park Road. The road had been adopted by LCC Highways and grass cutting was now its responsibility. In addition, the Village Keeper is not currently equipped to undertake this work for which there is no budget provision. The Parish Council would contact NPML to advise it of the position.</p>	Cllr George McDonnell
15.	NOCTON HUB	
	<ul style="list-style-type: none"> a) External Noticeboard for The Hub –Dyson Farming had almost completed its construction and delivery was awaited. b) Access Statement and Fire Strategy Documents – Lincolnshire Fire and Rescue had been requested to advise on a Fire Strategy. An Access Statement was included in the Contractor's hand-over documentation. c) Anti-fungal Paint to Cellar Room --it was agreed that the Hub Manager purchase the required paint on behalf of the Ripon Arms 	

	<p>which would then arrange for the painting to be carried out.</p> <p>d) Access Ramp – It was agreed that the Hub Manager purchase the necessary anti-slip strips which would be fitted by Councillor George McDonnell.</p> <p>e) Commemorative Plaque – it was agreed to proceed with the provision of a Commemorative Plaque listing all those groups and individuals who had contributed financially to the building of Nocton Hib at a cost in the region of £70-£85.</p> <p>f) Use of Decal by Ripon Arms – to be deferred to a future meeting,</p> <p>g) CCTV – the system is stand alone, the keyboard is missing, the supplier to be contacted to obtain a replacement</p> <p>h) Community Lincs – Councillor M Clarke to circulate the correspondence</p> <p>i) Storage and movement of Hub tables – A GoPac trolley at a cost of £250 would carry 7 tables. MOVED by Councillor MaryAnn Williams SECONDED by Councillor Mike Clarke it was resolved to purchase.</p> <p>j) Hub Store Room and Garage – a date had been set of 21 May to clear and dispose of unnecessary items</p> <p>k)</p>	<p>Cllr George McDonnell</p> <p>Cllr M. Williams</p> <p>Cllr M. Kaye</p> <p>Cllr M. Clark</p> <p>Cllr M. Williams</p>
16.	PLANNING, ETC ISSUES	
	<p>a) Land Adjacent to No. 7 Rostrop Road – MOVED by Councillor MaryAnn Williams SECONDED by Councillor Mike Kaye it was resolved to respond in line with the draft prepared by Councillor Mike Kaye.</p> <p>b) Central Lincolnshire Local Plan – the Parish Council’s comments agreed at the last meeting had been submitted to the CLLP Planning Team</p> <p>c)</p>	Cllr M. Kaye
17.	LAND BEHIND NOCTON HUB	
	Councillor Mike Kaye reported he and the Chair had met recently with the Directors of AG Properties to consider matters of mutual interest. A report would be presented to the next meeting.	Cllr M. Kaye
18.	NOCTON PRIMARY SCHOOL SUMMER FETE	
	MOVED by Councillor MaryAnn Williams SECONDED by Councillor George McDonnell, it was resolved to allow use of the Village Green by Nocton Primary School for its Summer Fete Saturday 2 July 2022 and subsequently in connection with its Jubilee celebrations.	Clerk
19.	VILLAGE GREEN – DANDELION CLOCK	
	Councillor MaryAnn Williams reported that the area around the clock was in need of being re-gravelled. Councillor George McDonnell to assess the required amount and arrange for the necessary work to be carried out.	Cllr G. McDonnell
20.	DATE OF NEXT MEETINGS	
	MOVED by Councillor Mike Kaye SECONDED by Councillor George McDonnell it was resolved the date of next meetings to be 16 th June 2022, 09 August	

	2022, 13 September 2022, 11 October 2022, 10 November, 13 December 2022, 10 January 2023, 14 February 2023, 14 March 2023, 11 April 2023 and 9 May 2023.	
21.	PUBLIC QUESTIONS	
	<p>The following issues were considered/agreed following questions put by members of the public attending the meeting:</p> <p>Mrs Goldsworthy asked where the Sound System is being kept and could it please be made available when required system. The Hub Manager would devise an appropriate arrangement.</p> <p>Mrs Partridge asked if the Parish Council website could also incorporate social media as currently there is outdated information on the site. It was noted that the entire website was to be subject to a fundamental review to ensure that it was more user-friendly and complied with current accessibility requirements.</p>	<p>Hub Manager</p> <p>Clerk</p>
22.	EXCLUSION OF THE PRESS AND PUBLIC	
	MOVED by Councillor MaryAnn Williams; SECONDED by Councillor George McDonnells and RESOLVED that the press and members of the public be excluded from the meeting during the consideration of the following item because of the confidential nature of the business to be transacted.	
23.	RESIGNATION OF FORMER PARISH CLERK	
	The current position was noted.	
24.	SUBJECT ACCESS REQUEST AND FREEDOM OF INFORMATION REQUESTS	
	<p>MOVED by Councillor Mike Clarke SECONDED by Councillor MaryAnn Williams it was resolved that the proposed response to the recent Subject Access and Freedom of Information Request (from SB) received be approved.</p> <p>It was also agreed that the information requested by a resident (WA) could not be provided on the grounds that it was sensitive and personal data.</p>	<p>Clerk</p> <p>Clerk</p>
25.	HUB STAFFING MATTERS	
	The Chair reported that he had would be meeting with the Hub Manager to consider a number of issues relating to the future staffing requirements of the Hub as raised by the Hub Management Group prior to any final decisions being taken.	Chair

SIGNED: _____

Date: _____