

NOCTON PARISH COUNCIL

Clerk to the Parish: Mr S R Baxter JP MIFA ADPS ADIP Email: clerk@noctonparishcouncil.gov.uk Tel: 0781 444 3058

28 October 2021

Reference: 5/2022

Dear Councillors,

I hereby give notice regarding the summons to the Parish Councillors to attend the Full Parish Council Meeting that will be held on the following:

Tuesday 09th November 2021 to commence at 7pm.

The meeting will be held at the NOCTON HUB and will follow any statutory social distancing guidelines as dictated by the Government.

Please could you email me at your earliest opportunity at clerk@noctonparishcouncil.gov.uk if you are unable to attend.

With regards,



Mr S R Baxter JP MIFA ADPS ADIP

Clerk and Responsible Financial Officer

Nocton Parish Council

AGENDA ITEMS FOR DISCUSSION AND DECISION

- 1. The Chair's welcome to all Councillors and any members of the public sitting in observation and opening remarks.** The Chair will also remind the attendees the meeting is being recorded
- 2. Apologies for absence from Councillors** – to agree the reasons for absence (if any)
- 3. Declarations of interest** – for the Council to note including dispensations presented to the Clerk
- 4. Questions previously submitted to the Clerk 10 working days prior (Section 1[e] Standing Orders)**
No questions are permitted (that have not been submitted prior unless the Chair under their discretion feels they are urgent and specifically pertinent to any agenda point)
 - i) Statement from Ralph Timms – he wishes the state to the Council that following his request for information under the Freedom of Information Act 2000 on the 07 September 2021 (to which the Parish Council stated exceptions under the Fol Act applied) he complained to the Information Commissioners Office who have stated that the complaint may be eligible for further consideration by the ICO. **PARISH COUNCIL REPLY: The ICO have written to the PC to state they may ask for information from the PC when the complaint is reviewed but they have also confirmed that the decision to further consider does not automatically result in a complaint being upheld***
- 5. Motion to exclude members of press and public from participation**
For the following agenda points members of the public will be asked to remain silent but will be able to remain.
- 6. Minutes of Full Parish Council Meeting (06 September 2021)** – to agree and vote as accurate record

NOCTON PARISH COUNCIL

Clerk to the Parish: Mr S R Baxter JP MIFA ADPS ADIP Email: clerk@noctonparishcouncil.gov.uk Tel: 0781 444 3058

7. **Apology from member of the Community** – Invitation from the Council for an apology for false accusation made against the Clerk by a member of the community
8. **Correspondence received** – reports from the Clerk on received
9. **District & County Councillor Council report** – *Please note at present there is no District Councillors for Nocton*
10. **Councillor vacancies update and Elections of Parish and District Councillors at the Hub** – detail and update from the Clerk
11. **External Audit Report** – discussion on findings, acceptance and agreement going forward
12. **Clerk's report including Financial update:** Discussion and agreement
13. **Schedule of payments:** Guidance to the Clerk on what payments are acceptable for payment

October 2021

PAYEE	AMOUNT	REASON FOR PAYMENT
Grandchildren's Trust (01 July 2021)	£ 39.00	Rent of Garage 2nd quarter of year
Grandchildren's Trust (01 Oct 2021)	£ 39.00	Rent of Garage 3rd quarter of year
LALC (Zoom licence)	£ 119.92	Zoom Licence
LALC (Training) - previous Cllr	£ 27.00	Training
LALC (Training) - Acting Chair	£ 27.00	Training
EON (Hub electricity)	£ 323.38	HUB Electricity
Plusnet	£ 27.40	HUB wi-fi
OPUS Energy (Streetlights)	£ 40.29	Streetlights electricity
Unity Bank Service charge quarterly	£ 18.00	Parish Council bank account
Unity Bank Service charge quarterly	£ 18.00	Hub bank account
Public Works Loan repayment	£ 8,393.63	HUB Loan repayment
Clerk Allowance	£ 26.00	Office and Printing Allowance
Staff salaries and cost	£1,279.23	September salaries

November 2021

Payee	Amount	Reason for payment
Staff salaries and cost	£1,298.53	October salaries
Clerk's Allowance	£ 26.00	Office and Printing allowance
Plusnet	£ 27.40	Wi-fi for the Hub
EON	£330 est.	Electricity for the Hub
OPUS Energy	£40.43	Electricity for Streetlights
Paul Waters Window Cleaning	£40.00	Window cleaning for the Hub
HMRC	£231.80	Payment of tax deductions

14. Adoption of policies

- i) *Asset Register Policy*
- ii) *Financial Regulations (incorporating NALC Model Financial Regulations 2019 ENGLAND)*
- iii) *Parish Council Risk Assessment Policy*
- iv) *Standing Orders (incorporating NALC Model Standing Orders)*

15. Planning Permission applications / Application for Tree works - Discussion and decision

NOCTON PARISH COUNCIL

Clerk to the Parish: Mr S R Baxter JP MIFA ADPS ADIP Email: clerk@noctonparishcouncil.gov.uk Tel: 0781 444 3058

NKDC Planning:

- a) Ref: 21/1460/HOUS
Proposal: Proposed outbuilding to form garage, store utility and W/C
Location: Old Four Row Main Street Nocton Lincoln Lincolnshire
- b) Ref: 21/1461/LBC
Proposal: Proposed outbuilding to form Garage, store utility and W/C
Location: Old Four Row Main Street Nocton Lincoln Lincolnshire
- c) Ref: 21/1462/HOUS
Proposal: Proposed alterations to existing Grade II Listed dwelling to include revised boiler position and changes to kitchen window
Location: Old Four Row Main Street Nocton Lincoln Lincolnshire
- d) Ref: 21/1463/LBC
Proposal: Proposed alterations to existing dwelling to include revised boiler position and changes to kitchen window
Location: Old Four Row Main Street Nocton Lincoln Lincolnshire

LCC Planning

- a) LCC reference: pl/0133/21
Development: to vary condition 2 of planning permission 16/1511/cc to retain two mobile classrooms for a further five years
Location: nocton county primary school, the green, Nocton
Grid reference: 506009 /364225

Tree Planning Application

- a) Tree works application 21/1620/TPO – permission to remove tree

16. Nocton 200 – applications from the Nocton Primary School, Gardening Club, ReNew@ and a Community Defib application

17. Hub Management Group – update from Cllr McDonnell and agreement for the Terms of Reference

18. Nocton Hub update

- i) **Terms of Reference for the HMG** – ratification by the Council
- ii) **Update on the snagging list:** update by Cllr Faulkner
- iii) **Final Account** – issue of balance outstanding of £7,000 presented by Maher Millard for final statement which the Council have ongoing discussions
- iv) **Alcohol licence:** update by the Clerk on the licence
- v) **Hearing Loop:** update by the Clerk and HMG
- vi) **Hub Water Meter** – Council are liaising with Wave Utilities in regard to billing and costs as no budget provision made

19. Village Green Bench – decision to obtain quotes for possible purchase in 2022/23 for recycled plastic style

20. Local scrubs and the management – point to be raised by Cllr Kempster

21. Non-binding parish petition submitted to Council – discussion

22. Next Council meeting – next meeting is the Clerk Advisory Meeting on the 14 December at 7pm by Zoom

23. Motion to exclude members of press and public

For the following agenda points members of the public / press will be asked to be removed from the meeting due to the confidential nature of the agenda point.

24. Staffing discussion