

## MINUTES OF THE MEETING HELD AT THE DANNY FLEAR COMMUNITY CENTRE ON TUESDAY, 15<sup>th</sup> MAY 2018 at 7.20pm

### PRESENT:

Parish Councillors: N Marshall (Chairman), P Bedford (Boston Borough Councillor),  
J Godwin, R Pearson, K Rackham and J Tillson  
Lincolnshire County Councillor P Skinner  
Mrs J Barnes (Clerk)

**1 APOLOGIES** received from Parish Councillors S Pearson. B Posey and M Sheldon.

### **2 NO POLICE REPORT**

It was noted that there had been a burnt-out car on Hobhole Bank (Bolland's Corner) and a road traffic collision outside Freiston Hall on Church Road.  
*(email received from PCSO A Devenish on 16<sup>th</sup> May 2018 in which he reported two incidents of criminal damage on Church View and Church Road; two concerns for safety on Bull Pasture and Priory Road; a domestic incident at Scrane End; fraud in Acorn Close; 2 suspicious circumstances, Freiston Ings and Church Road; two incidents of theft on Park Lane and Wainfleet Road; traffic hazard on Church Road and violence on Church Road.*

**3 THE MINUTES OF THE MEETING HELD** on 17<sup>th</sup> April 2018 had been circulated and were agreed and signed by Councillor Marshall.

### **4 MATTERS ARISING**

- 4.1 Churchyard Trees – Councillor Rackham stated she had spoken with the county workmen and it was hoped they would be able to work together when the trees were felled.
- 4.2 Church End Road – No further response had been received in connection with any work being done. The clerk was requested to make further enquiries.
- 4.3 Shore Road Footway Light - The clerk reported that she had reported the reduction of lights to Boston Borough Council, making our total now 57 and had received confirmation that the adjustment in the account would be made this next year.

### **5 NO DECLARATIONS OF INTEREST**

### **6 PLANNING**

- 6.1 B/17/0479 – No decision had yet been reached regarding application for siting of one static caravan for residential use and temporary siting of two touring caravans for residential use at land adjacent to 10 Grovesfield Lane for Mr J T Chambers.
- 6.2 B/18/0081 –The application for partial demolition of garage to make room for a two-storey side extension. Demolition of existing rear extensions. Proposed material change from existing brick to render at White Loaf Hall Cottage, White Loaf Hall Lane, Freiston for Mr & Mrs Hughes had been granted.

### **7 PARISH MATTERS**

- 7.1 **Highways** – Councillor Pearson stated that he was continually reporting pot holes and it was noted that work on Oak House Lane had been completed.

- 7.2 **Freiston Hall School** - Councillors had been informed that a meeting with the Police was to be held on 17<sup>th</sup> May at Danny Flear Community Centre. Councillors Bedford and Pearson stated they would be attending and others may be available. It was noted that parking was still a big issue.
- 7.3 **Parish Liaison Meeting** – Councillor Marshall hoped to attend on the 24<sup>th</sup> May. Further information would be available later.
- 7.4 **New Data Protection Laws** – This would be discussed further at the Parish Liaison Meeting

### 8 **CORRESPONDENCE**

- 8.1 Clerks & Councils Direct – The May edition was handed to Councillor Marshall.

### 9 **FINANCE**

- 9.1<sup>1</sup> The clerk reported that in consultation with the chairman the AGAR Part 3 form had been completed ready for approval, this being for the income/expenditure exceeding £25,000.

- 9.1<sup>2</sup> Annual Governance Statement – the councillors unanimously approved the statement by confirming that they have reviewed the effectiveness of the system of internal control.

1 - The council have prepared and approved the budget for the precept, monitoring during the year. All financial transactions are recorded and maintained throughout the year.

2 - The effectiveness of the system of internal control covers Standing Orders and Financial Regulations being in place and up-dated accordingly. The remuneration payable to all employees is approved in advance. VAT is recorded and claimed accordingly.

3 - All the council's actions are controlled by stature.

4 - The council published the annual return both on the website and on the noticeboards.

5 - The council have assessed financial and other risks and have a Risk Assessment Document in place and the appropriate insurance cover.

6 - The council maintains control each meeting of financial and risk management. Following completion of the yearly accounts the internal auditor has all relevant documents required.

7 - The only matter raised was Petty Cash which was responded to accordingly, (Wrong box ticked – No Petty Cash System in place)

8 - The council have considered that no events have potential consequences on the finances.

The Annual Governance Statement was duly signed by Councillor Marshall and the Clerk.

## Freiston Parish Council

---

- 9.1<sup>3</sup> The statement of accounts had been completed against the previously agreed receipts and payments accounts and was duly signed by Councillor Marshall and the Clerk.
- 9.1<sup>4</sup> The Explanation of Variances document had been completed and the explanation for high reserves was agreed. This included money set aside for Dannay Flear Community Centre, St James' Church, Freiston PCC, Footway Lighting and contingencies and upkeep of assets.

All documents would now be forwarded to the Internal Auditor, along with all necessary files prior to being published on the website and noticeboard in accordance with the transparency code.

- 9.2 The Clerk presented the up-to-date accounts, together with an update of the precept spending to date and evidence of the bank balance
- 9.3 The Clerk presented the up-to-date accounts together with evidence of the bank balance and an update on the precept spending.
- 9.4 The following payments were discussed and agreed.

Payment	Details	Amount	VAT
BACS	SJG Electrical (Danny Flear) – agreed and paid between meetings	£48.00	£8.00
BACS	Neil Dowlman (Danny Flear) – agreed and paid between meetings	£102.00	£17.00
BACS	Amy Pearson – Litter Picking	£52.00	
BACS	SJG Electrical (Danny Flear)	£72.00	£12.00
BACS	Community Lincs Insurance (5-year contract)	£308.11	

### 10 DATE OF NEXT MEETING

The next Council meeting would be held at the Danny Flear Community Centre on Tuesday, 19<sup>th</sup> June 2018 at 7.00 pm.

There being no further business the meeting closed at 7.52 pm.

Signed: Councillor N C Marshall

(Chairman)

Date: 19<sup>th</sup> June 2018