

## MINUTES OF THE MEETING HELD AT THE DANNY FLEAR COMMUNITY CENTRE ON TUESDAY, 21<sup>st</sup> MAY 2019 at 7.15pm

### PRESENT:

Parish Councillors: N Marshall (Chairman), P Bedford (Boston Borough Councillor),  
R Pearson, B Posey, T Short and J Tillson  
Lincolnshire County Councillor P Skinner  
Mrs J Barnes (Clerk)

- 1 **APOLOGIES** received from Councillors Godwin and Sheldon and the Police.
- 2 **CO-OPTION OF A FURTHER PARISH COUNCILLOR**  
Held over until the next meeting.
- 3 **POLICE REPORT**  
PCSO H Baker had reported on a theft on a vehicle a School House and two incidents of anti-social behaviour on Croppers Lane.
- 4 **MINUTES**  
The minutes of the meeting held on the 16<sup>th</sup> April 2019 having been previously circulated were agreed and signed by the Chairman.
- 5 **MATTERS ARISING**
  - 5.1 Park Lane Manhole – It was noted that this was still outstanding but had been raised on an order. It was also stated that a number of drains were blocked, and that a counting car survey had been held on Park Lane.
  - 5.2 Church Road Speed Signs – The Clerk stated she had made further enquiries and it was still on the list.
  - 5.3 Bus Shelter – Councillor Pearson stated he had now replaced the sign, but it was noted that the floor still needed checking. Councillor Tillson agreed to investigate.
  - 5.4 Defibrillator – It was stated that pads and a battery had been ordered from Lives. Notices were also being displayed around the parish.
- 6 **NO DECLARATIONS OF INTEREST**
- 7 **PLANNING**
  - 7.1 B/18/0246 – No decision had yet been made on the application for erection of two storey dormer style residential dwelling following demolition of existing pavilion building at Freiston Sports Club, Park Lane for Freiston Playing Field Association. It was noted that this had been referred to the Secretary of State.
  - 7.2 B/19/0076 – No decision on the outline application with all matters reserved for the erection of a residential dwelling at plot at The Cottage, Oak House Lane for Mrs Lindsey.

- 7.3 B/19/0105 – No decision on the application for single storey rear extension following demolition of existing conservatory at Field View, Church Road for Mr & Mrs French.
- 7.4 B/19/0148 – The application for side and rear extension following demolition of lean-to and replacement garage following demolition of existing at Emoclew, Spittal Hill Road for Mr A Rate were inspected. No objections.
- 7.5 Confirmation had been received from Boston Borough Council that as from 1<sup>st</sup> June 2019 the service of providing paper copies was ending, noting that all planning applications are available on the website.

### **8 PARISH MATTERS**

- 8.1<sup>1</sup> **Highways** – Councillor Pearson stated he would be reporting potholes on Church Road, Spittle Hill, Butterwick Road, Doves Lane and Jolly Farmer Lane.
- 8.1<sup>2</sup> Councillor Skinner agreed to make enquiries regarding having a speed limit on Park Lane.
- 8.2 **Freiston Hall School** – No official information had been received by the council.
- 8.3 **Speed Indicating Devices** – A training meeting had been held along with Butterwick councillors and volunteers. It was agreed to take forward, and the clerk agreed to make the necessary arrangements. It was stated that the sites would have to be approved and several of indemnity forms had now been completed.
- 8.4 **Boston Borough Council** - A planning meeting for councillors was to be held on Thursday, 30<sup>th</sup> May at 6pm, Councillor Marshall hoped to attend.

### **9 CORRESPONDENCE**

- 9.1 Clerks & Councils Direct – The May issue was handed to Councillor Posey.
- 8.2 Boston Projections – The updated Statement of Community Consultation was handed to Councillor Marshall.

### **10 FINANCE**

- 10.1<sup>1</sup> The clerk reported that in consultation with the chairman the AGAR Part 3 form had been completed ready for approval.
- 10.1<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 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 – We responded to the small issue relating to the grant, figures have been amended accordingly this year.

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

9 – Not applicable – no trust funds.

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

10.1<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.

10.1<sup>4</sup> The 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. The explanations for variances was discussed, together with information on the council's reserves, including monies set aside for the Church and Danny Flear Community Centre. It was agreed to discuss future projects further at the next meeting.

10.2 Insurance – Documents had been received direct from Zurich and were confirmed. The fee; part of the long-term agreement until 2023, was £308.11 the same as the previous year.

10.3 The clerk presented the up-to-date accounts, and evidence of the bank balance.

10.4 The following payments were discussed and agreed.

Payment	Details	Amount	VAT
BACS	Guy Barnett – Litter Picking	£100.00	
BACS	Zurich (insurance)	£308.11	
BACS	Hutson Brothers (R Pearson)	£55.00	£9.17
	Data Protection Fee	£40.00	

## 11 DATE OF NEXT MEETING

The next Council meeting would be held at the Danny Flear Community Centre on Tuesday, 18<sup>th</sup> June 2019 at 7.30 pm.

### **12 ANY OTHER BUSINESS**

- 12.1 Councillor Posey mentioned arrangements were in hand for the 'Picnic in the Park' on the 8<sup>th</sup> June commencing at 2.00 pm, and that she would present the accounts at the next meeting.
- 12.2 Councillor Bedford stated he would make enquires as to whether Boston advertise all the defibrillators in the Borough.
- 12.3 Mention was made regarding several roads at Scrane End that don't appear to have a name. Councillor Bedford agreed to make enquiries.
- 12.4 All councillors completed their Registration of Local Choice Interest Form together with the Disclosable Pecuniary Interest Form. These would now be sent to Boston Borough Council and would appear on their website and the Parish Council website.

There being no further business the meeting closed at 8.45 pm.

Signed: Councillor N C Marshall (Chairman)

Date: 18<sup>th</sup> June 2019