

**MINUTES OF STOW ANNUAL PARISH COUNCIL MEETING HELD ON MONDAY 14TH MAY 2018 AT STOW
MINSTER CHURCH VESTRY AT 7.30 PM**

Present: Cllr Justham, Cllr Waudby, Cllr Hewitt , Cllr Martinson, Cllr Vickers

In attendance: Mrs L Gibbs Clerk

PUBLIC QUESTION TIME

Two members of the public present

- 44/18 ELECTION OF CHAIRMAN AND SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE**
Cllr Paula Justham was nominated for the position of Chairman, there were no other nominations, Cllr Justham accepted the role of Chairman and signed the acceptance of office form
- 45/18 ELECTION OF VICE CHAIRMAN AND SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE**
Cllr Tim Waudby was nominated for the position of Vice Chairman, there were no other nominations, Cllr Waudby accepted the role of Vice Chairman and signed the acceptance of office form
- 46/18 APOLOGIES FOR ABSENCE WERE RECEIVED FROM**
Cllr Turner and Cllr Taylor
- 47/18 DECLARATIONS OF INTEREST IN ACCORDANCE WITH LOCALISM ACT 2011 AND ANY DISPENSATIONS THAT MAY ARISE**
There were no declarations of interest
- 48/18 MINUTES OF PREVIOUS MEETING OF MONDAY 26TH MARCH 2018**
It was proposed by Cllr Justham and seconded by Cllr Vickers to accept the minutes of the last meeting. It was **RESOLVED** to accept the minutes as a true copy of the meeting. All in favour
- 49/18 MATTERS ARISING FROM MINUTES OF MONDAY 26TH MARCH 2018**
The potholes in the Crescent have not been filled, Clerk to re – report these to highways.
- 50/18 REPORT FROM CLLR REG SHORE**
Cllr Shore was not present to give a report.
- 51/18 CORRESPONDENCE**
In addition to the correspondence issued to Councillors before the meeting by e mail
- Police report Gainsborough Rural South April 2018
5 Thefts
5 Burglary's
1 Criminal Damage
0 Transport
0 Concern for welfare
2 Vehicle Crime
- David Justham has asked the Parish Council for their ideas on the future of St Hughes Church Sturton By Stow.
- Noise from the catering units at Barley House have been reported to the Parish Council by local residents who are cannot leave their windows open at night due to the noise.
- Clare Ella has suggested doing a facebook page for Stow Fun Raisers and the village and has suggested that it has a link to the PC website it was proposed by Cllr Justham And seconded by Cllr Martinson **RESOLVED** all in favour to link to Council website
- 52/18 TO AGREE FINAL ACCOUNTS FOR 2017/2018**
The final accounts prepared by the Internal Auditor were received.
Proposed by Cllr Waudby and seconded by Cllr Martinson it was **RESOLVED** all in favour.
- 53/18 TO AGREE AND SIGN CERTIFICATE OF EXEMPTION FOR AUDITORS**
Proposed by Cllr Justham and seconded by Cllr Hewitt it was **RESOLVED** all in favour.
- 54/18 TO ACCEPT AND SIGN THE ANNUAL AUDIT GOVERNANCE STATEMENT FOR 2017/2019**
Proposed by Cllr Justham and seconded by Cllr Hewitt it was **RESOLVED** all in favour
- 55/18 TO ACCEPT AND SIGN THE AUDIT ACCOUNTING STATEMENTS FOR 2017/2018**
Proposed by Cllr Martinson and seconded by Cllr Vickers it was **RESOLVED** all in favour

**56/18 AUTHORISATION OF PAYMENTS AND RECEIPTS MADE SINCE 26TH MARCH 2018
Sheet A**

PCC Stow (Vestry Rent)	£150.00		27/3/2018
L Gibbs Salary (April)	£87.95		10/04/18
HMRC	£20.40		10/04/18
Greenstripe (Lawnmower service)	£103.08	£20.62	10/04/18
Terry Taylor (Playgournd)	£89.00		10/04/18
LALC Subscription	£134.98	£26.99	10/04/18
West Lindsey Green Bins	£46.00		01/05/18
L Gibbs Salary (May)	£87.95		08/5/18
HMRC	£20.40		08./05/18

Received
Precept £4000
Phillip Sharp for rent of land £225

Bank Balance as of 14th May 2018 £8637.51 of which £495.00 remaining from the grant from Freewatt which is ring fenced for the Play Park

It was proposed by Cllr Martinson and seconded by Cllr Justham to accept the accounts information as a true copy. It was **RESOLVED** all in favour.

57/18 TO DISCUSS AND APPROVE A SALARY POINT PAY RISE FOR THE CLERK

Proposed by Cllr Martinson and seconded by Cllr Justham it was **RESOLVED** all in favour

58/18 TO AGREE TO JOIN THE LINCOLNSHIRE ROAD SAFETY PARTNERSHIP SPEEDWATCH

This was deferred to the next meeting.

59/18 TO REVIEW COUNCILS FINANCIAL REGULATIONS, STANDING ORDERS, CODE OF CONDUCT, RISKMANAGEMENT MISSION STATEMENT AND ASSETT REGISTER

All documents accepted by **Council** Proposed by Cllr Justham and seconded by Cllr Martinson it was **RESOLVED** all in favour

60/18 TO APPOINT AN INTERNAL AUDITOR FOR THE YEAR 2017/2018

It was proposed by Cllr Justham and seconded by Cllr Martinson to appoint Elizabeth Harrison for the internal auditor for the Council for 2018/2019. The Council thanked Elizabeth for her work on this year's accounts, It was **RESOLVED** all in favour

61/18 TO ACCEPT THE COUNCIL INSURANCE FOR 2018/2019

It was proposed by Cllr Waudby and seconded by Cllr Hewett to accept premium of £291.20 as per the three year agreement with Came and Company It was **RESOLVED** all in favour.

62/18 TO DISCUSS CEMETERY AND PLAYPARK MAINTENANCE

It has been brought to the attention of the Council that the waste material cut down on the recent tree work has been left in situ and the children in the play park are throwing it around. Clerk to contact Nigel Heather to get it taken away.

63/18 TO AGREE ON A POSITION FOR THE MEMORIAL PLAQUE FOR THE POST OFFICE LONG SERVICE

It was suggested that Mr Bill Ingamells name should be added to the plaque. It was decided that the plaque would go onto the bench opposite the old post office on the corner of Ingham Road and South Drive. It was proposed by Cllr Hewitt and seconded by Cllr Vickers It was **RESOLVED** all in favour

64/18 UPDATE ON SITUATION WITH HEDGE AT 2 CHURCH LODGE STOW

The hedge has been cut but not all to the required height. Correspondence regarding the situation has been received from West Lindsey but unfortunately they are only prepared to monitor the situation at present. Cllr Shore has agreed to discuss the matter at a West Lindsey Meeting.

65/18 UPDATE ON NEIGHBOURHOOD PLAN

Following a successful public meeting Sturton Parish council has decided to develop a plan in partnership with Stow to create a single plan that covers both communities.

Neighbourhood plans are a key component of the planing process under the Localism Act which allows communities to express their preferences which are given equal weight with that of other statutory authorities.

A small working group has been formed which will develop the Plan on behalf of both parish councils and should take about a year to develop before it is placed before the two communities for referendum.

The group meets on the 2nd Thursday of every month at 7pm in the Old Schoolroom Sturton by Stow. There are all sorts of tasks that we need to complete and if you have a skill in: website design, on-line

research, statistics or report writing to name but a few then please do join in, there is no need to commit for the whole year.

66/18

GDPR COMPLIANCE

To Adopt Stow Parish Council's Data Protection Policy, Records Retention policy, Data Map, Subject Access Request Procedure, Privacy Notices, to receive Security Compliance Checklists from all Councillors, and to resolve that the Council registers with the ICO and pays the relevant Data Protection Fee. It was proposed by Cllr Justham and seconded by Cllr Vickers to register with the ICO and pay the relevant fee. It was **RESOLVED** all in favour

67/18

UPDATE ON STOW MEADOW PROJECT

No further update at present

68/18

UPDATE ON WHIPPING POST

Cllr Martinson has purchased the wood for the post and will liaise with Cllr Waudby to install to the West Lindsey planning specifications asap.

69/18

UPDATE ON IDENTIFYING AND REGISTERING OF PARISH LAND

No further update at present

70/18

UPDATE ON DAMAGE TO NOTICE BOARD

The barrel on the lock on the notice board is damaged, Clerk to order a new one.

71/18

PLANNING

136307 Planning Inspectorate Appeal Ref APP/N2535/W/17/3183113 Outline planning permission to erect 1 no dwelling Charolands Camp Site Ingham Road Stow **Appeal Granted**

137530 for demolition of former post office and dwelling and erection of 2 no replacement dwellings, 9a Ingham Road Stow.

136245 Appeal Ref APP/N2535/W/17/3192633 Outline planning application for new single storey dwelling with all matters reserved land adj 25b Church Road Stow

Meeting ended at 8.21pm Next Meeting 7pm Monday 16th July 2018

Please be advised that these are notes of the meeting taken by the Clerk and cannot in any way be regarded as the official minutes of Council proceedings until they are approved and signed at the next meeting.