

MINUTES OF THE MEETING OF THE  
WITHERN WITH STAIN & TOTHILL PARISH COUNCIL

9<sup>th</sup> May 2017

Present: Cllr Key, Bood, Acklam, Hughes and Harvey

Mrs J. Cooper (Parish Clerk)

1 member of the public

**1. ELECTION OF CHAIRMAN**

It was proposed (Cllr Bood), seconded (Cllr Harvey) and **resolved** that Cllr Key be elected Chairman for the 17/18 Civic Year.

**2. CHAIRMAN'S DECLARATION**

The Chairman signed his declaration of acceptance, which was counter signed by the Clerk as Proper Officer.

**3. ELECTION OF VICE CHAIRMAN**

It was proposed (Cllr Hughes) and seconded (Cllr Harvey) and **resolved** that Cllr Acklam be elected Vice Chairman for the civic year 17/18.

**4 APOLOGIES**

No apologies had been received from parish Councillors, Cllr Harrison (ELDC) had forwarded her apologies and these were noted.

**5. DECLARATIONS**

There were no further declarations of interest in agenda items.

**6.,. MINUTES OF THE MEETING HELD 28<sup>th</sup> MARCH 2017.**

It was proposed, seconded and **resolved** that the Chairman sign the minutes of the meeting held 28<sup>th</sup> March 2017 as correct record.

**7. UPDATE FROM THOSE MINUTES**

It was noted that the NHS team were unable to attend due to purdah rules in respect of the forthcoming general election, and it was agreed to invite them to the next meeting. If able to attend it was agreed that publicity would be needed to bring in the public.

The Clerk updated members on the issue with Tothill churchyard, and it was agreed the Clerk write back to the Diocese with the council's concerns and the need to ensure tight covenants to protect future maintenance and safety of the site, and to ask if wider consultations included the Wildlife trust due to wildlife in the area. The Council also request that the site be tidied prior to sale and the remains dealt with sensitively.

**8. FINANCE**

a)	Accounts for payment:	
	Clerks salary and PAYE (April/May)	£188.00
	Insurance	£201.01
	Village Hall	£84.00

With regard to the insurance members discussed the proposal by Community Lincs for a discount if committed to three or five years, and **resolved** to agree to a five year term.

b) Year End Balances  
These were discussed and noted.

c) Audit:

(i) Governance Statements – it was proposed, seconded and **resolved** that the Chairman sign the governance Statement.

(ii) Accounts – It was proposed, seconded and **resolved** that the Chairman sign the Accounts.

**9 CHARITIES**

Cllr Key explained the set up of the Charities to new members – being the two “Jones” and “Stovin” charities which involved small parcels of land with the income from rental being for the “poor children” of the parish. The rent is paid annually into the charity account and the trustees then decide how it is spent. The Charities are totally separate to the Parish Council and have different accounts, with trustees managing them. However, due to a lack of trustees the Parish Council has temporarily taken on the management until suitable trustees appointed. To be a full report at the next meeting.

**10 ADMINISTRATION**

Members received and agreed the following policies:

Standing Orders

Risk Assessment

Financial Regulations

Asset List.

**11 CORRESPONDENCE**

LCC had advised that the amenity grass cutting would cease and safety cutting would be twice a year.

Clerks and Councils Direct magazine

**12 COMMUNICATION**

Cllr Acklam had not completed his work on providing members with a communication strategy, this was deferred to the next meeting.

**13 ANY OTHER MATTERS/NEXT AGENDA**

It was noted that the grass was over grown on the pedestrian footpath on A157 – clerk to report.

Cllr Acklam to be cheque signatory.

Cllr Bood informed the meeting of his intention to resign after this meeting due to potential move. He was thanked for his work during his time as a councillor.

Next agenda:

Charities

Communications

NHS

**14 DATE OF NEXT MEETING**

This was agreed as 27<sup>th</sup> June 2017.

There being no further business the meeting closed at 8.15pm