

ANNUAL MEETING OF REEPHAM PARISH COUNCIL

Wednesday 17 May 2023 at 7.30pm in Reepham Methodist Chapel

AGENDA

- 1. Election Results:**
 - a) confirmation of councillors
 - b) confirmation of their signing of Declarations of Acceptance of Office forms prior to commencement of the meeting
 - c) resolve that any councillor not present at this meeting due to exceptional circumstances; who has not signed their Declaration of Acceptance of Office form prior to commencement of the meeting; be able to sign said form at the earliest possible date following this meeting
- 2. Elect a chairman and sign the Declaration of Acceptance of Office form**
- 3. Elect a vice chairman**
- 4. Resolve to move into Open Session for Matters raised by members of the public**
- 5. Resolve to resume Standing Orders and close the public session**
- 6. Apologies:** To receive and accept apologies for absence.
- 7. Declarations of Interest**
- 8. Completion of Dispensation Forms**
- 9. Approve the minutes of the meeting held on 28 March 2023**
- 10. Election of a Chair for the Planning Committee and Committee members**
- 11. Election of other Committee members (Personnel; Footpaths; Tree Planting; Amenity Areas)**
- 12. Confirm Cllr A Brammer as Play area inspector**
- 13. Appoint Reepham & C W Village Hall member**
- 14. Banking matters:**
 - i. Resolve to remove ex-Councillor B Tebbs from the bank mandate
 - ii. Resolve to appoint one additional councillor to the bank mandate
 - iii. Resolve to appoint one Councillor to verify and sign, at least quarterly, bank reconciliations/bank statements as per Financial Regulations (cannot be Chairman or signatory)
- 15. Approve Insurance cover for 2023/24 at £502.31** *note: this is year 2 of a 3-year Long Term Agreement with BHIB. Premium in 2022/23 was £466.73)*
- 16. Consider any training needs and whether to join LALC's Annual Training Scheme for 2023/24 at £115.00 + £23.00 VAT:**

Cllr H Gee - Induction and refresher training - Washingborough – June 5th (£25.00 + VAT if not signed up for the LALC Annual Training Scheme)
- 17. Clerk's Report:** Council-specific email addresses
- 18. Correspondence:**

D/Cllr Anne Welburn report for April 2023

Complaint re. damage allegedly caused by grass cutting in cemetery
Mellows Close to school playing field path – thanks from resident

19. Financial matters

a) Presentation of Accounts for Payment:

M Vail – April/May salary	£445.26
PAYE – April/May	£111.20
Clerk's printing costs April/May	£ 7.50
Sage payroll, April, May	£ 16.80 (2.80 VAT)
Glendale, March grass cutting (Invoice 03892)	£333.15 (55.52 VAT)
Glendale, April grass cutting (Invoice 03941)	£333.15 (55.52 VAT)
The Play Inspection Company	£ 87.54 (14.59 VAT)
TOTAL	£1334.60 (128.43 VAT)

b) Audit:

- i. Note requirement for an external audit at £200.00 + VAT due to gross income exceeding £25,000.00
- ii. To receive the Internal Audit Report 2022/2023
- iii. To resolve to approve Section 1- Annual Governance Statement 2022/2023
- iv. To resolve to approve Section 2 - Accounting Statements 2022/2023

c) Station Road – noticeboard - quote

20. Planning Matters

Report from Planning Committee

Note Central Lincolnshire Local Plan was formally adopted by the Joint Strategic Planning Committee on 13 April 2023; replacing the first Central Lincolnshire Local Plan (adopted 2017)

Goods Farm Development

Note The Green Local Residents Group's intention to pursue a challenge to West Lindsey District Council's Planning Committee decision taken on the 29th April in favour of Planning Application 145047

Neighbourhood Planning Group – update, finances, website

21. Roads and Footways

Mellows Close to Manor Rise footpath – holding item

Mellows Close yellow lines – holding item

Meadows Lane – holding item

Smoothing Lane – updates: road sweeping

Passive speed signs – update

22. Field Footpaths and Bridleways:

23. **Conservation Area:** Village Green – project update

24. Amenity Areas

Play inspections – internal and annual external

Jubilee tree

25. Business for next Agenda

26. **Date of Next Meeting:** 27 June 2023 at 7.30pm in the Methodist Chapel

27. **Resolve to move into Closed Session due to the following item containing information of a confidential or sensitive nature.**

28. **Consider application(s) received for the vacant position of parish councillor**

Mrs Michelle Vail, Parish Clerk/RFO 11 May 2023