



**Minutes of Witham St Hughs Parish Council meeting held on Wednesday 28th September 2022
at 7.00pm at the village hall.**

<https://witham-st-hughs.parish.lincolnshire.gov.uk/>

Present Cllr Karen Harrison – Chairman, Cllr Danny Bell – Vice Chair, Cllr Spencer Hall & Cllr Emma Winsor

Cllr Overton made comment regarding the planning applications for the new roundabout on Camp Road and the works to improve the A46 roundabout in and out of the village. The Chair made comment that a meeting was required between Highways England, head of planning at NKDC and Strawsons for timescales to be re-considered and the possible impact on residents, Cllr Overton asked to be involved in the discussions to support the Parish Council and residents.

Apologies were received from Cllr M Overton & Cllr S Appleby.

Agenda Items

1. Welcome and Apologies.
The Chair welcome everyone to the meeting.
Apologies were received from the Clerk.
2. TO RECEIVE DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011 AND OUTLINED IN THE COUNCILS CODE OF CONDUCT – being any pecuniary interest in agenda items not previously recorded on Members' Register of Interest and any written requests for dispensations.
None
3. Health & Safety brief.
Nothing Noted.
4. Notes of the Parish Council meeting held on Wednesday 17th August 2022 to be approved as minutes.
It was **Resolved** to accept the notes as minutes – all agreed by a show of hands, signed by the Chairman.
5. Notes of the Extra-Ordinary parish council meeting held on Tuesday 23rd August 2022 to be approved as minutes.
It was **Resolved** to approve the notes as minutes – all agreed by a show of hands, signed by the Chairman.
6. Clerks Update & Correspondence, and to Resolve to approve any subsequent actions.
The Chair made comment that the artwork for the war memorial still needed to be checked.
Cllr Winsor & Cllr Bell offered to read & check the document before being sent to print.
Action Cllr Bell & Cllr Winsor

4 new bins are to be installed on the market square from Strawsons.

Remembrance Day service is being organised by Cllr Winser – no refreshments were required; invites had been sent out to the community groups. Clerk was asked to order a wreath & purchase 6 bottles of wine (thank you gifts) Action Clerk

Avant Homes - one of the developers on Phase 3, have requested a meeting regarding the open spaces that are to be transferred over. Action Clerk

The PAT testing for the hall is due, it was **Resolved** to approve a budget of £100 for the testing. Action Clerk

7. Clerks Correspondence to Councillors.

Deferred to next meeting.

8. Finance

a. To Authorise the signing of orders for payment, list previously circulated.

It was **Resolved** to accept the list of payments – All Agreed, show of hands

The Chair reminded all Councillors to review the Scribe accounting systems with the Clerk.

b. To receive the Bank Reconciliation as at 31.08.2022

The bank reconciliation as at 31.08.2022 was presented to council, showing the accounts balanced – signed by Cllr Bell.

c. To receive the External Auditors Report for 2021/2022.

The external audit report was presented to Council no questions or anomalies were raised by PKF Littlejohn.

Thanks were passed onto the Clerk.

d. To consider the quote for the additional repairs to the periphery paths.

After discussion it was **Resolved** to approve the quote of £2874 + VAT, All agreed, show of hands.

9. To review the following policies.

a. Public Participation at Parish Council meetings.

b. Social Media Policy

c. Councillor Vacancy & Co-option policy.

Deferred to the next meeting.

10. To consider the following planning applications –

a. Erection of Extension to existing workshop building.

JMS Lincoln Ltd. Land off Camp Road, Witham St Hughs, Business Park Lincoln, Camp Road, Witham St Hughs.

Ref 22/1216/FUL

b. To vary condition 9 of planning permission 20/0026/CCC to retain the operation in the same location for a further three-year period.

Ref – PL/0102/22

After discussions to was **Resolved** to submit ‘no comment’ to both applications – all agreed.

11. Village Hall Extension discussions and to agree any subsequent costs.

The Chair made comment that ‘Lindum Group’ offer a service to manage the whole project from beginning to end. The Clerk had spoken briefly with the Framework Manager and set out the options and the help required. The clerk was asked to organise a meeting with the company. Action Clerk

12. To approve the quotes to repair the football field.

The Chair presented the quotes to be considered, after discussions it was **Resolved** to accept the quotes from Tukes Trees for the labour, Buckley Landscapes for the soil and Germinal Seeds for the grass seed.

All agreed – show of hands Action Clerk

Thanks were passed onto Witham St Hughs Football team, for their help with the repairs to the field.

13. To consider the costs to print & deliver Parish Councillor Vacancy posters.

The costs for printing and delivering fliers was discussed, it was **Resolved** to accept the quote from Lincs prints of £65 for the posters and delivery costs of £40 from the Witham Herald. All agreed – show of hands

Action Clerk

14. DATE AND TIME OF NEXT MEETING.

Parish Council Meeting Tuesday 18th October 2022 at 7.30pm

Signed

Print

Date

The Parish Council will then **Resolved** to move into closed session.

Items of a confidential nature to be debated in the absence of the press and public under the Public Bodies (Admission to Meetings) Act 1960.