

MINUTES OF THE BUTTERWICK PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON TUESDAY, 10th APRIL 2018 AT 7.30 pm

PRESENT:

Parish Councillors: A Gosling (Chairman), K Forman, M Knowles, C Smith and A Quickfall

Boston Borough Councillor P Bedford

Lincolnshire County Councillor P Skinner

Parish Councillor elect Mrs L Pearson

36 members of the Public

Mrs J Barnes (Clerk)

1 CO-OPTION OF A PARISH COUNCILLOR

It was reported that two people had written application letters; these had been forwarded to the councillors prior to the meeting. It was agreed that a secret ballot would be held and this resulted in Mrs Lyn Pearson being co-opted onto Butterwick Parish Council. Councillor Pearson duly signed the acceptance.

2 APOLOGIES were received from Parish Councillor N Donnelly, Boston Borough Councillor F Ransome and the Police.

3 POLICE MATTERS

PSCO Devenish had reported on two incidents of concern for safety, Tyler Crescent and Brand End Road; and a road traffic collision on Benington Road.

4 MINUTES OF THE MEETING HELD ON 13th MARCH 2018 having been previously circulated were agreed and signed by the Chairman.

5 NO MATTERS ARISING

6 NO DECLARATIONS OF INTEREST

7 PLANNING

7.1 B/17/0315 – No final decision had yet been made on the outline application for 7no affordable dwellings with matters relating to layout, scale, appearance, landscaping and access reserved for later consideration at land off Girls School Lane, for Mr R Pearson had been discussed at a Planning Meeting of Boston Borough Council. The committee have resolved to grant approval, subject to the signing of the legal S106 agreement.

7.2 B/17/0316 – No final decision had yet been made on the outline application for 7no affordable dwellings and 2no market dwellings with matters relating to layout, scale, appearance, landscaping and access reserved for later consideration at land off Girls School Lane, for Mr & Mrs P Pearson had been discussed at a Planning Meeting of Boston Borough Council. The committee have resolved to grant approval, subject to the signing of the legal S106 agreement.

7.3 B/18/0090 – No decision had yet been made on the application for change of use from agricultural to Class B1 and Class B8 for the parking and storage of RVs and caravans at The Old Mill Site, Mill Lane for Mr A J Evans.

It was stated that the parish council comments on the Boston Borough Council planning site were not in full as agreed at the last meeting. The clerk was requested to follow this up.

It was noted that many representations had been forwarded to Boston Borough Council, together with a petition noting the lack of clarity with the application. It was stated that this application may go to committee in which case members of the public are eligible to attend. If it does go to committee this would be advertised on the parish noticeboard.

8 PARISH MATTERS

8.1¹ **Highways** – Councillor Quickfall stated that she was continually reporting pot holes and Councillor Skinner gave an update on the outstanding work in the parish.

8.1² Councillor Skinner was requested to find out the cutting programme for the public footpaths.

8.2 **New Data Protection Laws** – Councillors were reminded on the need for security of their email accounts and had been given further information received from Michelle Sacks (Monitoring Officer) at Boston Borough Council.

9 CORRESPONDENCE

9.1 Lincolnshire County Council – Details of the Waste Strategy Consultation had been received and Councillor Quickfall requested a copy.

9.2 Lincolnshire County Council – Details of the Grass Cutting Programme for 2018 had been received and were noted.

10 FINANCE

10.1 The Clerk presented the Accounts for the year ending on the 31st March 2018. Councillor Gosling proposed, Councillor Knowles seconded, and it was agreed that these be accepted. They showed a balance of £4,795.28, noting that money was set aside for the Footway Lighting. The end of year balance was £10,493.62.

10.2 Audit Requirements – The Clerk stated that all information, instructions and documents relating to the Annual Governance and Accountability Return (AGAR) were received electronically by the end of March from the External Auditor. As reported previously PKF Littlejohn LLP now has the contract for 5 years, covering all the country.

It was noted that further changes from the guidance previously reported and most of the form layout had changed from the previous year and that the documents for approval and signing would be at the May meeting, following consultation with the chairman.

An extension of the submission date had been requested and received, so that works in with all three parish councils and the Internal Auditor.

It was noted that the only issue raised last year was that the Internal Auditor had answered 'yes' in relation to Petty Cash, instead of 'not covered', this was referred to the Internal Auditor last year and noted. Contact had been made with Evelyn Sands (Internal Auditor) and arrangements for the internal audit.

The Clerk stated that she had now worked out a timetable as certain dates have to be adhered to:

May 23rd All documents and files to the Internal Auditor.
 June 1st Publish the Exercise of Public Rights' Notice (4th June – 13th July)
 June 8th All documents and files to be returned from the Internal Auditor.
 w/c June 11th Post to External Auditor

Butterwick would have to complete AGAR Part 2, having receipts and payments under £25,000 with no external audit fee.

10.3 Thanks had been received from Butterwick Scouts for their donation.

The Clerk presented the up-to-date accounts, with evidence of the bank balance. It was noted that the first half of the precept had been received, with the account for footway lighting being deducted. The VAT for 2017/2018 had been received before the year end.

10.4 The following payments and donations were agreed.

Details	Amount	VAT	Payment
J Barnes (cash for K Stones and J Dickson, for litter picking)	£160		BACS
J Barnes (laptop) – part contribution Including the annual subscription to Microsoft	£195.00		BACS
lalc (annual subscription)	£408.06	£68.01	BACS
lalc (councillor guides)	£8.52	£0.25	BACS

11 NEXT MEETING

11.1 The next meeting will be held on Tuesday, 8th May 2018 at Butterwick Village Hall to follow the Annual General Meeting at 7.00 pm.

12 ANY OTHER BUSINESS

12.1 It was noted that a notice indicating a charge of £2 would now be made at the RSPB Nature Reserve at Freiston Shore.

12.2 Further arrangements for the Boston marathon on Sunday were made.

There being no further business the Chairman thanked those in attendance and closed the meeting at 20.22.

Signed Councillor A Gosling (Chairman)

8th May 2018