

MINUTES OF THE BUTTERWICK PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON TUESDAY, 13th FEBRUARY 2018 AT 7.30 pm

PRESENT:

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

Boston Borough Councillor P Bedford

2 members of the Public

R Austin and M Sharp (Boston Marathon)

PCSO A Devenish and PCSO P Holland

Mrs J Barnes (Clerk)

Mike Sharp started his presentation with a short video on the previous marathon. He stated that the third Boston UK marathon would be run on Sunday 15th April and hoped for support from Butterwick with the run coming through the parish. It was noted that the Village Hall would be a water station. It was anticipated that around 1500 runners would be on the starting line and he showed the medals that would be presented to those taking part in the full marathon, half marathon and the fun run. Both Mike and Richard were thanked for their presentation.

1 APOLOGIES were received from Councillor A Quickfall and Boston Borough Councillor F Ransome

2 POLICE MATTERS

PCSO Devenish reported on fly tipping in Sea Lane; a domestic incident in Watery Lane, a theft on Butterwick Pullover; a burglary in Mill Lane; three concerns for safety in School Lane and inconsiderate behaviour on Church Road.

3 MINUTES OF THE MEETING HELD ON 9th JANUARY 2018 having been previously circulated were agreed and signed by the Chairman.

4 MATTERS ARISING

4.1 Standing Orders – It was stated that these had now been updated and were available on the parish website.

5 NO DECLARATIONS OF INTEREST

6 PLANNING

6.1 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.

6.2 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.

- 6.3 B/17/0056 - No further information on the appeal made regarding the outline application for residential development (up to 2 dwellings) with all matters reserved for later approval at Former Garage and other associated building, Brand End Road for Mr G Walden.

7 PARISH MATTERS

- 7.1 **Vacancy for Butterwick Councillor** – It was noted that if no request for an election was made by the 14th February the vacancy could be filled by co-option. The clerk would put up the notices accordingly.
- 7.2 **Highways** – In the absence of Councillor Quickfall nothing was reported, other than a number of pot-holes in the parish.
- 7.3 **Butterwick Pullover** – A number of issues had been reported regarding rubbish and fly-tipping at Butterwick Pullover. Whilst these had been reported it was agreed that a letter should be sent to the Environment Agency.

8 CORRESPONDENCE

- 8.1 Boston Borough Council – The date of the next Parish Liaison meeting, on 24th May had been forwarded to the Chairman and noted by Councillor Knowles, Vice Chairman.
- 8.2 Boston Borough Council – The new monthly newsletter had been forwarded by email to all councillors. Councillor Smith was handed a printed copy.

9 FINANCE

- 9.1 The Clerk presented the up-to-date accounts, together with an update of the precept spending to date and evidence of the bank balance.
- 9.2 The following payments and donations were agreed.

Details	Amount	VAT	Payment
J Barnes (cash for K Stones and J Dickson, for litter picking)	£104		BACS
Butterwick with Benington PCC	£200		Cheque No 522
Guardian Press (Magazine)	£100		Cheque No 523
Butterwick Youth Club	£300		Cheque No 524
Butterwick Scouts ((10 th Boston North Rural)	£150		Cheque No 525

- 9.3 External Audit – The clerk reported that PKF Littlejohn LLP will be the external auditors for the next five years, beginning with the 2017/18 audit, covering all local councils. She stated that she had watched their external audit update webinar on the 23rd January 2018, for about 2 hours and fortunately been able to print off all the PowerPoint slides and gone through them.

There are three types of review, exempt/basic/intermediate. All authorities, regardless of size have to comply with proper practices and complete and approve an Annual Governance & Accountability Return (AGAR 1, 2 or 3).

AGAR 1 - To be completed by authorities that have had no financial transactions.

AGAR 2 - To be completed by authorities where the income/expenditure was £25,000 or less. 4 page form to be completed, but only the copy of exemption certificate sent to external auditor. This is the one that will affect Butterwick.

AGAR 3 - To be completed by authorities where the income/expenditure exceeded £25,000. 4 page form to be completed, and sent.

Other information that would need dealing with included the explanation of variances - over 15%, explanation of high reserves if the breakdown of reserves is more than twice the precept. A random sample of councils will be subject to a basic review, (more evidence would be required, plus minutes of a discussion etc), and it is a statutory requirement to send the Public rights dates' confirmation to the auditor. It was expected that the publication of the Practitioners' Guide would be received by the 30th March.

10 NEXT MEETING

10.1 The next meeting will be held on Tuesday, 13th March 2018 at Butterwick Village Hall at 7.30 pm.

11 ANY OTHER BUSINESS

11.1 Concern was expressed regarding a van parked at a Brand End Road property. Councillor Knowles stated he would visit the owner in the first instance.

There being no further business the Chairman thanked those in attendance and closed the meeting at 20.24.

Signed *Councillor A Gosling* (Chairman)

13th March 2018