

# Belchford and Fulletby Parish Council

## Notes from Parish Council meeting held on Thursday 22<sup>nd</sup> May 2025 held at Belchford Village Hall

*(These notes are a record of the meeting and are not accepted as formal minutes until duly signed on behalf of the Parish Council)*

Present in person: Councillors: I Goodall (IG), K Skalka (KS), J Newby (JN), P Barnes (PB), M Brown (MB), J Smith (JS), P Thompson (PT) and 3 members of the public, D Cllr Simpson, C Cllr A McGonigle, and the clerk Mrs K M Elliott.

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### The public forum began at 7.30 pm

**Public Forum:** The new County Councillor Mr Alex McGonigle introduced himself. Speed signs were discussed, are they in the wrong place and facing the wrong way? A resident's front garden wall has been knocked down 3 times recently, the most recent being last week. Could we do more about signage? Has this incident been reported to LCC highways? In the past reports have been made but nothing has been done. Suggestions were made for signage.

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### Parish Council meeting commenced at 7.52 pm

#### AGM

#### 1. Election of Officers

- a. **Chairman** – Jill Newby agreed that she would be prepared to stand as Chairman on condition that a sub-committee was set up to manage the clerks contract etc. IG, KS and JS all agreed to make up this sub-committee. It was proposed IG, seconded PB, voted and resolved that JN be appointed as chairman.
- b. **Vice Chairman** – John Smith and Ian Goodall agreed to be joint vice chairman. It was proposed JN, seconded KS voted and resolved to appoint JS and IG as joint Vice Chairman.
- c. **Responsible Finance Officer** – currently the clerk is acting as RFO. There are no other parish councillors who are willing to take on this role. Therefore the clerk will continue. PB will speak to the clerk with regard to RFO duties.

#### AGENDA

1. **Apologies for absence and reasons given** – P Morris and N Sorenti have both sent apologies.
2. **Declaration of interests and requests for dispensations** - *To receive declarations of interest in accordance with the Localism Act 2011 and to consider granting dispensation(s), as per written requests received by the proper officer, to councillors under section 22 of the Act.* There were none.
3. **Chairman's remarks** – JN offered thanks to PT for his service to the village and council and for moving the council forward.
4. **To confirm and sign the minutes of the meeting held on 20<sup>th</sup> March 2025** – it was proposed, seconded, voted and RESOLVED unanimously that the official minutes of the last meetings having been previously circulated were accepted as a true and accurate record of the minutes, Chairman signed and dated.
5. **To co-opt one person on to the parish council** – One person has expressed an interest but is not available to attend this evening. We must go out and ask people. This will be on the next agenda.
6. **To receive reports from the Clerk and Councillors on matters outstanding:**
  - a. **Newsletter printing costs:** £25, JN will send an email invoice to the clerk, for reimbursement.
  - b. **Grass Triangles:** IG advised that the School/Chapel Lane triangle is a very small area, if we put marker boards up they will get knocked over. A suggestion of grass mats was put forward so that the grass can grow through. Ask LCC Highways and get costs the concrete grass matting for discussion at the July meeting. Could we raise our concerns with the ELDC refuse department for driving over the grass triangles? This will be done via our District Councillor.
7. **To receive reports from District and County Councillors (if available)** – County Councillor Alex McGonigle, does not have a lot to report as is new in post. He will attend our meetings as often as possible, but has 39 parish councils to look after. The clerk will share his contact details. D Cllr D Simpson advised us that the ELDC Local Plan is waiting for a flood risk report to be delivered. The next planning policy meeting is on 26<sup>th</sup> June and our NDP report is to go before that committee and then on to the executive. District Councillors Community Grants are now available. Also food caddies for each household are to be delivered in 2026 and collections will be every week. A Street/road sweeper visit has been requested for both Fulletby and Belchford.

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- 8. To receive an update from the Village Green Committee:** No report has been provided. A date has not been set for the village green AGM. The clerk was asked to write to Simon Miller offering help and giving a deadline of our July meeting. This matter will be on the July agenda, to consider taking back responsibility for the infrastructure.
- 9. Maintenance of Village Signs & Furniture –** JN has painted the signs again x 6 and more paint is required. A budget of £80 was proposed, seconded, voted and resolved. Also the village furniture, it was proposed, seconded, voted and resolved that the lane letting funds are used to support the costs involved in this task. JS has quotes for the 2 bus shelters of £400 & £600.
- 10. Highways Matters –** JS Lowfield Lane is so over trafficked, previous on-site meetings have resulted in partial improvements however the width of the road is deteriorating and narrowing. The impression to visitors is not good. What do we want to be done? Review the road and reinstate and resurface to previous standard.
- 11. Insurance Renewal –**The renewal documents have been received and the premium is £665.10. It was proposed, seconded, voted and resolved to renew this policy. However the clerk will ask LALC for details of other providers so that a comparison can be done for next year.
- 12. To consider correspondence received since the last meeting:** The clerk requires a bank mandate form to be signed this evening to update bank signatories.
- 13. Financial matters:** to authorise the signing of cheques and to note the income for this period. The RFO, has provided a financial report, which has been circulated to all.
- a) To receive an updated bank reconciliation form, a spreadsheet was provided, as circulated. £3,510.87 income and £1,985.14 expenditure for the financial year to date. The clerk will collect the new cheque book from the Lincoln branch.
  - b) *To consider and resolve payments since the last meeting, which include village hall hire, LALC ATs & Subscription plus clerks salary and HMRC. Totalling £1,451.66*
  - c) *AGAR 2024/2025 – all documents proposed, seconded, voted and resolved.*
    - i) *Annual Internal Audit report received and noted*
    - ii) *Annual Governance Statement Approved*
    - iii) *Accounting Statements approved*
    - iv) *Certificate of Exemption approved.*
- 14. Planning Matters:** There are no new planning applications.
- 15. To agree agenda items for the July 2025 meeting.** A date for the lane letting will be agreed with P Thompson. The next newsletter will be done in June/July. Agenda items: Sub-committee, village green and grass triangles. JS has a water tower project and suggested that we approach Anglian water to have a design painted on the black water tower in Fulletby. This will also be on the July agenda for discussion, also possible engagement with local schools. Members discussed if we should hold our July meeting in Fulletby Church as in previous years. It was resolved to hold the meeting in Belchford Village Hall on July 17<sup>th</sup>.

There being no further business the Meeting closed at 9.02 pm.

FINANCE UPDATE	
Prepared by Mrs K M Elliott, Clerk & RFO Dated 22nd May 2025	
Note: Payments in the year to 31 March 2024 are cheques written up to then but not cleared	
<b>Balance per bank statement as at 1 March 2025</b>	
HSBC Current account	£ 6,795.58
Less: any un-presented cheques at 20th March 2025	

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Net bank balance as at 4th April 2025	£ 6,795.58
<i>The net balance reconciles to the Cash Book (receipts and payments account) for the year to date, as follows</i>	
<b>CASH BOOK</b>	
Opening Balance 01 Apr 24	£ 7,303.65
Add: Receipts in the year to 04042025	£ 3,510.87
Less: Payments in the year to 4th April 2025	£ 1,985.14
Less: Payments in the year to 31 March 2024 (from 2023/24)	£1,900.92
<b>Closing balance per cash book [receipts and payments book] as at 4th April 2025</b>	<b>£6,795.58</b>

## PAYMENTS IN

Precept 2024- 2025 19th April 2024	£3,100
HMRC VAT reclaim	£267.79
LALC refund of overpayment	£20.20
ELDC Cllrs Grant	£122.88
<b>TOTAL</b>	<b>£3,511</b>

## PAYMENTS OUT

Bank Charges (22 April 2024)	£8.20
430 Clear Insurance Management Ltd	£516.97
431 LALC Subscription	£154.14
432 LALC Training	£120.00
433 LALC Web Time	£64.80
434 Belchford Village Hall	£18
Bank Charges (30042024)	£6.20
Bank Charges (31052024)	£7.40
Bank Charges (30062024)	£5.00
435 LALC Website time	£193.00
436 Mrs K M Elliott Clerks Salary	£290.62
437 Mrs J Newby Newsletter printing and paint for signs	£112.79
438 HMRC	£72.60
439 Village Hall Hire	£12.00
440 Village Hall Hire	£12.00
441 Mrs K M Elliott Clerks Salary	£290.42
442 HMRC	£72.80
Bank Charges	£5.80
Bank Charges (31102024)	£6.20
Bank Charges (30112024)	£5.00
Bank Charges (31122024)	£5.40
Bank Charges (31012025)	£5.80

# Belchford and Fulletby Parish Council

Total

**£1,985.14**