

Belchford and Fulletby Parish Council

Notes from remote Parish Council Meeting Thursday 20th May 2021.

(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: J Smith (JS), I Goodall (IG), J Newby (JN), Z Henden (ZH), P Thompson (PT), M Brown (MB). Also present the clerk, Mrs K M Elliott and two members of the public.

The public forum began at 7.30pm

Public Forum: Becksides is losing more and more grass. Raised with LCC already the highways matter on Fulletby Road.

AGM

1. Election of Officers and signing of Declaration of Acceptance of Office and DPI.

- a. **Chairman** – Mr J Smith, proposed, seconded, voted and RESOLVED.
- b. **Vice Chairman** – Mr P Thompson, proposed, seconded, voted and RESOLVED.
- c. **RFO** – Mr N Briggingshaw, proposed, seconded, voted and RESOLVED.

Meeting

1. **Apologies for absence and reasons given** – J Leedham, P Morris and N Briggingshaw have all 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** – JS noted it is great to see you all in person and asked if there is anything the parish council should be aware of that has been affected by the pandemic in either of our parishes. We will talk in more detail tonight about the woodland, parish furniture, broadband and the neighbourhood plan. JS thanked everyone for working so hard on behalf of our villages.
4. **To confirm and sign the minutes of the meeting held on 18th March 2021** – it was proposed, seconded, voted and RESOLVED unanimously that the official minutes of the last meeting having been previously circulated were approved as a true and accurate record of the minutes, Chairman signed and dated.
5. **To receive reports from the Clerk and Councillors on matters outstanding:**
 - a. To consider Zoom subscription – this will not be needed but if there is another lockdown we will consider it again.
 - b. Annual Parish Meeting – Saturday 22nd May from 11.30am, this will be held in the Church. IG would like to congratulate ZH and RS on their hard work with the village furniture. The bench on Paradise Lane currently has 2 slats have been removed and these will be replaced.
6. **To receive reports from District and County Councillors, and Police (if available)** – No reports have been received. Apologies have been received from our District Councillor and our Local PCSO.
7. **To receive an update from the Village Green Committee on the proposal for a children's play area** - ZH reported that the fence has finally been re-erected, this has been partly done by Anglian Water and partly by the Village Green Committee. Fruit trees have also been given stake supports. Top soil is being delivered and then grass seed will be added. The village green Facebook page has been updated and the Ward family are very generously mowing the grass. The large log has also been delivered. Questionnaires are still coming in with 27 out of 31 being positive for the play area. An article will be included in the next newsletter.
8. **To review any potholes & other Highways matters:** There is erosion of the stream bank on Fulletby Road. A large pothole near Splash Cottage, Lowfield Lane on the Left hand side. Chapel Lane and Ings Lane – outside The Leas. A large lump of concrete is stuck to the road outside Inglenook. These will all be reported to LCC.
9. **Footpaths** – PT raised the matter of stone for the Viking Way, which still needs doing. There is a 70m section in need of attention. A conversation will be had with the Marshalls first before any work is undertaken.
10. **Neighbourhood Development Plan** – JN provided a background to the current progress and the draft questionnaire was circulated. Conversations have been held with ELDC and Nancy has also helped with this. A period of 6 weeks has to expire to approve the initial expression of interest. A consultation with residents will

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occur and this will provide conditions to give control to us taking into consideration the ELDC local plan and the National Policies and strategies. An article will be drawn up for the next newsletter. There will be a link to the online version of the questionnaire and one will be delivered to each household. Anonymous responses are being accepted and responses are also accepted online too. All responses will help to create an authentic and useable document. The questionnaire is being delivered with the next newsletter. It was proposed that the costs involved in the printing of this document are covered by the parish council, voted and RESOLVED.

- 11. Provision of Car Park for visitors** – JS, cars are being parked all over the verges. There are for example 3 car parks in South Ormsby and JS asked if we should consider approaching the village hall committee and JS asked Mrs Murfin if this could be discussed at the next village hall committee meeting. Could an honesty box be installed for donations? PT added that the post and rail fencing could be extended at the village green and then parking could also be accessed there. A capacity of 6 to 8 cars could be accommodated. Could the parish council consider help supporting costs for this proposal? Fulletby could also consider possible sites. This will be discussed further at the next meeting.
- 12. Full Fibre Broadband** – IG advised that communications with open reach are now working and a quote has been obtained. There are 170 properties and the quote is for £574,000 which equates to £3,377 per property. This quote includes greater Flintwood farm, one property in Scamblesby and excludes the Belchford Hunt Kennels cluster and Rook Farm Fulletby. We are now getting a new quote without these properties. The grant is for £1,500 per house and £3,500 per business. There are 177 properties in total and the maximum we can attain is £331,000. We currently have 34% & 40% commitment from Fulletby & Belchford. The next stage is for face to face conversations with residents. Please share this opportunity with those who have not yet signed up. IG will provide a newsletter article to promote this project.
- 13. Parish Council email addresses** – the clerk has circulated information from the ICO on this matter and it was resolved that these should be set up for all councillors.
- 14. Councillors and Technology** – councillors discussed if they would have parish council email addresses and it was concluded that they decline to have specific parish council email addresses.
- 15. To consider correspondence received since the last meeting** – there has been no correspondence.
- 16. Parish Council Insurance** – documents have been circulated by NB, there is a minor cost increase of less than £5. Deferred authority is granted to PT and NB to amend as required the insurance cover and instigate this policy, RESOLVED.
- 17. Financial matters:** to authorise the signing of cheques and to note the income for this period.
 - a) To receive an updated bank reconciliation form, NB – received and attached – Appendix 1 below. The current balance is £7,921.23 and there is one outstanding cheque. Year-end accounts to 31.03.2021 were also circulated by NB.
 - b) To consider and resolve payments since the last meeting including clerks salary.
 - c) Internal Audit to Year End 31.03.2021. This has been arranged by NB.
 - d) Annual Governance and Accountability Return (AGAR)
 - i) To agree Year End Accounts to 31.03.2021 and
 - ii) To complete and approve Annual Governance Statement 2020/2021 – this document was read to the meeting, approved and documents will be signed as required.
- 18. Planning Matters:**
 - a. S/013/02044/20 – this application has been withdrawn.
- 19. To consider items for the Parish Newsletter:** the last newsletter was great and all members are asked to contribute.
 - Broadband
 - Neighbourhood Development Plan
 - Village Green Questionnaire
 - Fulletby Glebe Land?
 - Encourage people to walk around the Community Woodland
 - Thank you for the planters and for regular litter pickers

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A number of individuals will be written to personally to thank them for the volunteering they carry out in our villages.

20. To agree agenda items for the 22nd July 2021 meeting – Neighbourhood Plan, Broadband Fibre update, Footpaths and car parks, plus Belchford Public Purposes Charity Account.

Who is going to take responsibility for the Fulletby Notice Board?

There being no further business the Meeting closed at 9.04 pm

Appendix 1: see below

FINANCE UPDATE	
Prepared by Nigel Brigginslaw, RFO Dated 20 May 2021	
Balance per bank statement as at 1 May 2021	
HSBC Current account	£ 7,921.23
Less: any un-presented cheques at 20 May 2021	
264 Mrs Ward (note: she has lost cheque so will be written off)	£10.00
Net bank balance as at 20 May 2021	£ 7,921.23
<i>The net balance reconciles to the Cash Book (receipts and payments account) for the year to date, as follows</i>	
CASH BOOK	
Opening Balance 01 Apr 21	£ 5,051.23
Add: Receipts in the year to 20 May 2021	£ 2,940.00
Less: Payments in the year to 20 May 2021	£ 70.00
Less: Payments in the year to 31 March 2021 (from 2020/21)	
Closing balance per cash book [receipts and payments book] as at 20 May 2021	£7,921.23

PAYMENTS IN

Precept 2021- 2022 13th April 2021

£2,940

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TOTAL **£2,940.00**

PAYMENTS OUT

291 Mr R Short (Woodworking) £70.00

TOTAL **£70.00**

FINANCE UPDATE	
Prepared by Nigel Brigginsshaw, RFO Dated 31 March 2021	
Balance per bank statement as at 31 March 2021	
HSBC Current account	£ 5,118.43
Less: any un-presented cheques at 31 March 2021	
264 Mrs Ward (note: she has lost cheque so will be written off)	£10.00
290 TP Jones & Co	£67.20
Net bank balance as at 31 March 2021	£ 5,041.23
<i>The net balance reconciles to the Cash Book (receipts and payments account) for the year to date, as follows</i>	
CASH BOOK	
Opening Balance 01 Apr 20	£ 7,238.99
Add: Receipts in the year to 31 March 2021	£ 5,040.66
Less: Payments in the year to 31 March 2021	£ 7,161.22
Less: Payments in the year to 31 March 2021 (from 2019/20)	£77.20
Closing balance per cash book [receipts and payments book] as at 31 March 2021	£5,041.23

PAYMENTS IN

Precept 2020- 2021 15th April 2020 £2,940
 VAT Reclaim £207.66
 ELDC Grant £500

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LCC Grant	£400
LCC Grant	£993
TOTAL	£5,040.66

PAYMENTS OUT

270 D Ward (Potatoes)	£1,112.00
271 BHIB Insurance	£332.32
272 N Briggishaw (Stamps)	£15.60
273 Woodhall Print	£21.60
274 Clerks Salary	£247.86
275 HMRC	£61.80
276 Clerk's Salary	£247.66
277 HMRC	£62.00
278 Mrs J Newby (paint)	£70.19
279 Fulletby Glebe Trust	£2,500.00
280 Clerks Salary	£247.86
281 HMRC	£61.80
282 Woodhall Printers	£64.80
283 Aveland Trees	£999
284 Selby Office Supplies	£128.45
285 PKF Littlejohn	£96.00
286 CAB	£100.00
287 Mr R Short (Wood Arch and Notice Board)	£415.00
288 Clerks Salary	£247.66
289 HMRC	£62.00
290 TP Jones & Co	£67.20
TOTAL	£7,161.22