

UPTON PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING

Held on the 10th May 2022

Present: Cllrs. D Spittlehouse. P Rushton. M McDaniel. K Smith. P Fotheringham.

Also Present: 1 Member of the public.

Cllr. J Milne.

Absent: S Barrow.

Matters Raised in the Public Forum.

The member of the public wished to thank all those involved with litter picking and commented how nice the village is looking.

The Parish Council meeting commenced at 7.40 pm.

17/22 TO ELECT A CHAIRMAN FOR THE ENSUING YEAR:

The current Chairman Cllr Spittlehouse occupied the Chair for nominations for the appointment of Chairman for the ensuing year.

Cllr Fotheringham proposed that Cllr Spittlehouse be elected Chairman. Cllr Rushton seconded the proposal. It was therefore **Resolved:** That Cllr Spittlehouse is elected Chairman for the ensuing year.

18/22 TO RECEIVE DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN:

Cllr Spittlehouse signed the formal Declaration of Acceptance of Chairman, which was countersigned by the Clerk as Proper Officer of the Parish Council.

19/22 TO ELECT A VICE CHAIRMAN FOR THE ENSUING YEAR:

Cllr Fotheringham proposed Cllr Rushton is elected for Vice Chairman. Cllr Smith seconded the proposal. It was therefore **Resolved.** That Cllr Rushton is elected as Vice Chairman for the ensuing year.

20/22 TO RECEIVE DECLARATION OF ACCEPTANCE OF OFFICE OF VICE CHAIRMAN:

Cllr Rushton signed the formal Declaration of Office of Vice Chairman on the understanding that he is not prepared to act for the Chairman. This was countersigned by the Clerk as Proper Officer of the Parish Council.

21/22 TO RECEIVE AND RESOLVE TO ACCEPT APOLOGIES OF ABSENCE:

Apologies had been received from Cllr Barrow.

22/22 TO RECEIVE DECLARATIONS OF INTEREST UNDER THE LOCALISM ACT 2011:

There were none.

23/22 MINUTES OF MEETING –8th MARCH 2022:

It was proposed by Cllr Rushton and seconded by Cllr McDaniel and **Resolved:** That the official minutes of meeting held 8th March 2022 are approved as correct records and signed by the Chairman. **Resolved.**

24/22 TO AUTHORISE CLERKS EXPENSES AND SALARY:

The Clerks salary and expenses for period March/April 2022 was proposed for approval by Cllr Smith and seconded by Cllr Rushton. **Resolved.**

25/22 PAYMENTS AND RECEIPTS MADE SINCE LAST MEETING 8th MARCH 2022:

10.03.2022	Chq 18	DEC	£200
21.03.2022	Bacs	LIVES	£180
01.04.2022	Bacs	J Bower	£145.00
14.04.2022	Bacs	HMRC	£3.71
14.04.2022	Bacs	HMRC	£2.20
14.04.2022	Bacs	HMRC	£31.20
19.04.2022	DD	Public Works Loan	£357.27
20.04.2022	Bacs	E Harrison Audit	£50.00
01.05.2022	CHQ 19	Upton Methodist Chapel	£40.00
09.05.2022	Bacs	HMRC	£2.20
09.05.2022	Bacs	J Bower	£290.00

26/22 TO AGREE FINAL ACCOUNTS 2021/2022:

Accepted and **Resolved.**

27/22 TO SIGN DECLARATION OF EXEMPTION CERTIFICATE:

Signed by Chairman and countersigned by E Holman Responsible Financial Officer. **Resolved.**

28/22 TO APPROVE THE ANNUAL RETURN AND ANNUAL GOVERNANCE STATEMENT FOR FINANCIAL YEAR 2021/2022

The audit figures and annual return statement had been issued to all Councillors prior to the meeting. Proposed, seconded and **Resolved**

That: The Chairman and the RFO sign the 2021/2022 annual return.

Having resolved that all annual governance statements were agreed, the Chairman and the Clerk signed the 2021/2022 annual governance statement.

29/22 TO APPOINT AN INTERNAL AUDITOR FOR THE NEXT FINANCIAL YEAR:

All Councillors unanimous in continuing with the same auditor if she is agreeable. **Resolved.**

30/22 TO DISCUSS ASSET REGISTER AND ANY MAINTENANCE REQUIRED AND TO AGREE ON A FIGURE FOR INSURANCE:

Proposed and seconded to accept the figures for insurance. **Resolved.**

31/22 TO RECEIVE INSURANCE QUOTE:

Proposed and seconded to accept insurance quote from Zurich. **Resolved.**

32/22 TO CONSIDER ANY GRANTS APPLIED FOR:

The Clerk had received in writing a formal application for a grant from the Playing Field treasurer.

No other applications had been received.

It was agreed to grant the Playing Fields £1500 which was allocated in the precept for any grants applied for. **Resolved.**

33/22 GDPR COMPLIANCE UPDATE:

All Councillors completed a General Data Protection compliance form and issued with the Upton Data Protection Policy..

Resolved: All of Upton Parish Councillors are now in complete compliance with this legislation.

34/22 STANDING ORRDERS:

Standing orders reviewed and accepted with no amendments.

CLERKS CORRESPONDENCE INCLUDING PREVIOUSLY CIRCULATED EMAILS:

35/22 QUICKLINE UPDATE:

Cllr Smith attended the Quickline open day at the Village Hall on the 12th March. They require 200 residents to express an interest in Fibre Broadband to start installing in the area.

Since the meeting, Hayley Sylvester who was the main sales representative has left the company. No more contact has been made to the Clerk by Quickline. Clerk to contact Carl Knight of West Lindsey and Quickline for more information on any progress. **Action required.**

36/22 LITTER BIN LOCATION:

It has been confirmed that Jack Bowles has managed to secure our village with a new litter bin outside of the Chapel. This will be bigger than the old one and more substantial, hopefully to hold more of the waste from the chippy as the previous one is often over flowing.

37/22 RADIO AWARDS:

Jack Bowles has been nominated by the PC for this "Make a Difference Award" on the local radio. Clerk has submitted the relevant form. This will be up for consideration in February 2023.

38/22 GATE BURTON ENERGY PARK:

The first stage of this has been completed and is up for review. Every household has received information on this. They will hold talks to each individual PC by a virtual meeting if required. No questions has been raised to the PC, but if anyone is requiring more answers, to get in touch with the Clerk who will endeavour to get any queries resolved on their behalf.

39/22 PLATINUM JUBILEE CELEBRATIONS:

The final stage of planning has finally come together thanks to Sue Roberts and her committee. Posters should be ready to go out this weekend. The estimate for the insurance of the trailers is £150 per trailer. Kexby PC have agreed to keep all the monies for funding for costs.

40/22 PHONE BOX:

The phone box recently got a pane of glass smashed. The Councillors were asked to consider the future of the box before any repairs are carried out. No one seems to be coming forward to decorate the box and looks awful when left empty. Cllr Fotheringham voted to keep it, Cllr Spittlehouse and Cllr Rushton thought the box looked dilapidated and had run its time. Cllr Smith proposed that we put something in the next newsletter asking for volunteers to come forward to decorate it. If no responses then consider taking it down. Clerk to put on FB blog as well as newsletter. **Action required.**

41/22 SID:

Both the clerks from Upton and Kexby had taken the decision to keep SID in situ for 2 months at a time instead of 1. All Councillors in agreement.

42/22 PLANNING APPLICATIONS FOR CONSIDERATION:

1445674. Land East of Church Rd. 5 Dwellings. Clerk had sent a letter of objection into planning that had been previously circulated and approved by the Councillors.

43/22 CRIME REPORT:

No reports of any crime in Upton.

44/22 REPORT FROM WARD CLLR J MILNE:

There will be a Crematorium open day on the 29th May with 4, 30 minute tours.
A bid to buy RAF Scampton has been submitted by West Lindsey District Council.
West Lindsey would like to praise everyone on managing their household waste bins.

End of the meeting 9.10.pm Date of next meeting 12th July 2022

Signed.....

Date.....