

## UPTON PARISH COUNCIL

### MINUTES OF THE ANNUAL PARISH COUNCIL MEETING

Held on the 7<sup>th</sup> May 2024

**Present:** Cllrs. D Spittlehouse. P Rushton. M McDaniel. K Smith. P Fotheringham. G Waring J Elvidge

**Also Present:** 3 Members of the public.

**Absent:** None

**Matters Raised in the Public Forum.**

None.

The Parish Council meeting commenced at 8.0 pm

**35/24 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 Rushton proposed that Cllr Spittlehouse be elected Chairman. Cllr Smith seconded the proposal.

It was therefore **Resolved:** That Cllr Spittlehouse is elected Chairman for the ensuing year and signed the Acceptance of office of Chairman.

**36/24 To elect a Vice Chairman for the ensuing year:**

Cllr Spittlehouse proposed Cllr Smith and was seconded by Cllr Rushton. Cllr Smith accepted the proposal and signed the Acceptance of office of Vice Chairman. **Resolved.**

**37/24 To receive and resolve any apologies of absence:**

No apologies had been received.

**38/24 Minutes of the meeting held on the 12<sup>th</sup> March 2024:**

It was proposed by Cllr Smith and seconded by Cllr McDaniel, that the official minutes of meeting held 12<sup>th</sup> March 2024 are approved as correct records and signed by the Chairman. **Resolved.**

**39/24 To receive declarations of interest under the Localism Act 2011:**

Cllr Bailey declared a non-pecuniary interest on item 10 on the agenda. Her reason was that she stands on the West Lindsey Planning committee

**40/24 Bus route update:**

The latest update from Cllr Butroid:

Cllr Butroid had a meeting last week with L.C.C. and Stagecoach, where Stagecoach refused to commit to the service route being changed, they still say the route is not viable, and will eat into the turnaround times at Lincoln and Scunthorpe. LCC and Cllr Butroid have asked they could review the wider route and see if there is time to be saved along the whole route, they are also looking at a questionnaire as all the data they have suggest people would not use the service.

Cllr Butroid will keep fighting and have also suggested a wider review of the West Lindsey area bus routes to see if the current routes are working and could be amended to serve more villages.

The Parish Council are now waiting for a response from Cllr Butroid from the latest email sent from Cllr Bailey. Clerk to chase Cllr Butroid if no reply within 2 weeks. **Action required Clerk.**

**41/24 Upton Village signs:**

Cllr Smith thought it would be nice for the village to have some decorative signs on the approach to the village. Something like Stow or Lea has. All Councillors agreed that it would be nice and it was suggested that something be put in the next newsletter asking for resident's opinions etc. on a design.

Cllr Elvidge said he would ask Andrew Cawkwell if it was possible for them to make. **Action required Cllr Elvidge and Clerk.**

- 42/24 To approve the Clerks salary and expenses for period March/April 2024:**  
The Clerks salary for period Mar/April was proposed for approval by Cllr McDaniel and seconded by Cllr Smith. **Resolved.**
- 43/24 Payments made since 12<sup>th</sup> March 2024:**  
Proposed by Cllr Rushton and seconded by Cllr Elvidge to accept. **Resolved.**
- 44/24 To agree final accounts 2023/2024.**  
Accepted and resolved.
- 45/24 To sign the Declaration of Exemption Certificate:**  
Signed by Chairman and countersigned by E Holman Responsible Financial Officer. **Resolved.**
- 46/24 To approve the Annual Return and Governance Statement for the Financial Year 2022/2023:**  
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 2023/2024 annual return.  
Having resolved that all annual governance statements were agreed, the Chairman and the Clerk signed the 2023/2024 Annual Governance Statement.
- 47/24 To appoint an internal auditor for the year 2023/2024:**  
All Councillors unanimous in continuing with the same auditor if she is agreeable. **Resolved.**
- 48/24 To discuss the asset register and any maintenance required and to agree a figure for insurance:**  
All in agreement to accept the figure for the insurance. **Resolved.**
- 49/24 To receive and accept the latest insurance quote from Zurich:**  
All in agreement to accept the insurance quote for 2024/2025. **Resolved.**
- 50/24 To receive and accept any grants applied for:**  
The Clerk had received in writing a formal application for a grant from the Playing Field treasurer. It was agreed to grant the sum £750 which was allocated for in the precept. **Resolved**
- 51/24 GDPR compliance update:**  
All Councillors completed a General Data Protection compliance form. All of Upton Parish Councillors are now in complete compliance with this legislation. **Resolved.**
- 52/24 To review and accept Upton Parish Council's standing orders:**  
Standing orders reviewed and accepted with no amendments.
- 53/24 Planning applications for consideration and decisions:**  
147857 Padmoor Lane. Storage Container **Granted.**  
147932 Padmoor lane. Single storey extension. **Granted.**  
147815 Retrospective planning Lodge Lane. Still under consultation.
- 54/24 Village Hall report:**  
Cllr Fotheringham attended the meeting.  
Grant now secured for the new kitchen and toilets.  
Still no broadband.  
Upstairs committee room to be used as an office for meetings and committee members.  
Old kitchen units to be utilised for storage in the committee room.

The meeting closed at 8.40 pm.

Signed.....Date.....

The next meeting to be held on the 9<sup>th</sup> July 2024

