

MINUTE Number	<p style="text-align: center;"><b>Minutes of the Meeting of Harmston Parish Council held in the Harmston Memorial Hall, School Lane, Harmston on Tuesday, 22 January 2019 at 7.30 pm</b></p>	ACTION
	<p>PRESENT: Cllr J Chaplin, Cllr I Edgar, Cllr M Jones. Also present: Ruth Keillar (Clerk) Cllr Ron Oxby No members of the Public.</p>	
13	<p>As no Chair or Vice-Chair was present, the Clerk asked for nominations for Acting-Chair. It was proposed by Cllr J Chaplin, seconded by Cllr I Edgar and it was RESOLVED that Cllr M Jones be Acting Chair for the meeting.</p>	
14	<p><u>PUBLIC QUESTION TIME</u> No questions had been received at this time.</p>	
15	<p><u>APOLOGIES AND REASON FOR ABSENCE</u> Apologies had been received from Cllr J Martin-Hoyes (Vice Chair), Cllr B Hamilton, reasons accepted.</p>	
16	<p><u>DECLARATIONS OF INTEREST ON ANY ITEM ON THE AGENDA</u> None received.</p>	
17	<p><u>MINUTES</u> a) It was proposed by Cllr I Edgar, seconded by Cllr J Chaplin and it was RESOLVED that the Minutes of the meeting of the Parish Council held on 20 November 2018 were taken as read and signed as correct.</p>	
18	<p><u>REPORTS OF REPRESENTATIVES</u> a) <b>Local Police</b> – No representatives were in attendance. The police report had been received; During the period 21st December 2018 to 20th January 2019 there have been two reported crimes: 04/01/19 – Theft of fuel from Harmston Quarry. The fuel was recovered and enquiries continue. 12-13/01/19 – Theft of fuel from Harmston Quarry (likely linked to the above theft). The police team continue to patrol within Harmston (old and new) 2-3 times per shift and have noted nothing out of the ordinary. b) <b>District Councillors</b> – None present. DCllr Overton's newsletter had been received, circulated and posted to website. c) <b>County Councillor</b> – CCllr R Oxby gave a verbal report. The written report has been posted to website.</p>	
19	<p><u>CLERK'S REPORT</u> a) The Christmas event originally planned for Saturday 1 December was re-scheduled to Saturday 8 December. The Salvation Army attended and received a donation of £100 was made. b) USL have been informed that the PC will not contribute to the cost of removing the light-fitting on the telegraph pole on School Lane. c) Action Play has been contacted regarding the 'swing connection' following a flag of 'low risk issue in the last Play Area Inspection.' d) The Village Keeper has been requested to complete a brief written report each month, to include litter-picking and the play area PC inspection. e) The Clerk contacted NKDC to report the vacancy created following the death of Cllr F Mannsaker. A notice was displayed as required. It became evident that no notification had been given to NKDC following the resignation of Cllr A Fox and therefore no notice had been posted. NKDC have amended their records to clarify the omission. f) Elections timetable is available (circulated to all). g) Grass-cutting – following an enquiry from a contractor, It was agreed that no additional grass-cutting is required. h) DCllr Marianne Overton had been asked to investigate the damaged chevron</p>	

	<p>sign at the bottom of Harmston Hill. No update has been received as yet.</p> <p>i) Meetings Dates for 2019 – It was agreed that the proposed dates be accepted and posted onto the website/notice boards.</p> <p>j) Bank Account – this is currently set to view only access for the clerk and current Direct Debit / Standing Orders cannot be amended. It was noted that action access was under the remit of the previous Chair. It was agreed that the clerk visit a branch to request that current SOs and DDs be cancelled and a new mandate be submitted.</p> <p>k) The Clerk will attend an elections training workshop, LALC, Wednesday 13 March, North Kyme. 10:00 – 16:00. Cost £8.50 + mileage 30.6 @ .45p = £13.77. Total £22.27 / divided by 3PCs = £7.43 per PC</p>																																																	
20	<p><b><u>FINANCIAL MATTERS</u></b></p> <p>a) To approve the Statement of Account: To note balance as at 28/12/2018</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 80%;">Treasurers Account</td> <td style="text-align: right;">£13,306.54</td> </tr> <tr> <td>Uncleared payments:</td> <td></td> </tr> <tr> <td>000867 - Salvation Army</td> <td style="text-align: right;">£100.00</td> </tr> <tr> <td>000868 - Gail Dixon</td> <td style="text-align: right;">£140.00</td> </tr> <tr> <td>000869 - Bracebridge Heath SID</td> <td style="text-align: right;">£260.00</td> </tr> <tr> <td>Income received (included in balances):</td> <td style="text-align: right;">0</td> </tr> <tr> <td>Income received (excluded in balances):</td> <td style="text-align: right;">0</td> </tr> </table> <p>b) To Note payments made between meetings:</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 80%;">000870 - Dean West, Litterpicking. Nov</td> <td style="text-align: right;">£70.00</td> </tr> <tr> <td>000871 - E-On, inv 087515 (maint)</td> <td style="text-align: right;">£138.02</td> </tr> <tr> <td colspan="2"> </td> </tr> <tr> <td>To note balance as at 21/01/2019</td> <td style="text-align: right;">£12,738.52</td> </tr> <tr> <td>Uncleared payments:</td> <td></td> </tr> <tr> <td>868 Gail Dixon</td> <td style="text-align: right;">£140.00</td> </tr> <tr> <td colspan="2"> </td> </tr> <tr> <td>To note Payments made on 22/01/19</td> <td></td> </tr> <tr> <td>000876 - E-ON, /ENERGY</td> <td style="text-align: right;">£429.04</td> </tr> <tr> <td>(inv H16A9D0E5A PERIOD 01/10/18 – 31/12/18)</td> <td></td> </tr> <tr> <td>000877 - R Keillar. Clerk's Salary Nov &amp; Dec 2018</td> <td style="text-align: right;">£586.30</td> </tr> <tr> <td>000878 - R Keillar. Clerk's Office/Exp Nov/Dec 2018</td> <td style="text-align: right;">£34.02</td> </tr> <tr> <td>000879 - D West. Litter/play check Dec 18 – Jan 19</td> <td style="text-align: right;">£70.00</td> </tr> <tr> <td colspan="2"> </td> </tr> <tr> <td>To consider the following payments:</td> <td></td> </tr> <tr> <td>It was agreed to approve the previously agreed payment of a donation:</td> <td></td> </tr> <tr> <td>All Saints Church, grass-cutting donation</td> <td style="text-align: right;">£420.00</td> </tr> </table> <p>c) To note the Petty Cash Report December/January. It was agreed that this will be confirmed at the next meeting.</p> <p>d) It was proposed by Cllr M Jones, seconded by Cllr J Chaplin and it was RESOLVED that the Precept for 2019-2020 be set at £13,675.00. The Clerk signed the Precept form which will be submitted to NKDC by 1<sup>st</sup> February 2019.</p> <p>e) It was proposed by Cllr J Chaplin, seconded by Cllr I Edgar and it was RESOLVED that Mr Tom Holleran be engaged as Internal Auditor for the 2018-2019 end of year accounts and External Audit preparation.</p>	Treasurers Account	£13,306.54	Uncleared payments:		000867 - Salvation Army	£100.00	000868 - Gail Dixon	£140.00	000869 - Bracebridge Heath SID	£260.00	Income received (included in balances):	0	Income received (excluded in balances):	0	000870 - Dean West, Litterpicking. Nov	£70.00	000871 - E-On, inv 087515 (maint)	£138.02			To note balance as at 21/01/2019	£12,738.52	Uncleared payments:		868 Gail Dixon	£140.00			To note Payments made on 22/01/19		000876 - E-ON, /ENERGY	£429.04	(inv H16A9D0E5A PERIOD 01/10/18 – 31/12/18)		000877 - R Keillar. Clerk's Salary Nov & Dec 2018	£586.30	000878 - R Keillar. Clerk's Office/Exp Nov/Dec 2018	£34.02	000879 - D West. Litter/play check Dec 18 – Jan 19	£70.00			To consider the following payments:		It was agreed to approve the previously agreed payment of a donation:		All Saints Church, grass-cutting donation	£420.00	
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21	<p><b><u>DEFIBRILLATOR</u></b></p> <p>a) To receive any updates on the purchase, location and installation.</p> <p>i. The defibrillator funding supplier has been contacted to establish the course of action in receiving funds. Full costs including installation are confirmed, up to £1600.</p> <p>ii. The defibrillator supplier has been contacted to confirm price details for the equipment.</p> <p>iii. The developer of Harmston Park has been approached to obtain permission to site the defibrillator in that area and has agreed.</p>																																																	

	<p>b) To consider the person(s) responsible for the checking and reporting required. TBC</p> <p>c) To investigate all additional running and maintenance costs - TBC</p>	<p>ALL. Clerk</p>
22	<p><u>VILLAGE SIGN.</u> To consider funding the installation of the mounting post and to investigate any necessary permissions from Highways. Highways have confirmed that a map showing the location must be submitted for approval. It was agreed to carry this to the next meeting with any updates from Cllr B Hamilton</p>	<p>Cllr B Hamilt on.</p>
23	<p><u>THE FUTURE OF THE GLEANINGS</u> It was agreed that the PC would not contribute to this project, which is currently without issue.</p>	
24	<p><u>PLANNING APPLICATIONS AND ISSUES</u></p> <p>a) Tree Works: None</p> <p>b) Planning Applications: <a href="#">18/1590/FUL</a> The Thorold Arms High Street Harmston Lincoln. It was agreed to submit the comment that the PC fully supports this application.</p> <p>c) The following planning decisions were noted: none received</p>	<p>clerk</p>
25	<p><u>CORRESPONDENCE RECEIVED</u> Correspondence received from 19 September – 20 November was noted. (circulated to all).</p>	
26	<p><u>MATTERS RAISED FOR THE NEXT MEETING</u></p> <p>a) Defibrillator b) Village sign c) Elections / advertising vacancies d) Maintenance: VK report ref bench.</p>	
27	<p><u>DATES OF FUTURE MEETING</u></p> <p>a) The next meeting will be Tuesday 26 March 2019, 7:30pm at Harmston Memorial Hall. b) It was agreed that the May meeting would take place on 7 May, to comply with Election timetables, and will incorporate the Annual Parish Meeting.</p>	
<p>There being no further business the Acting-Chair closed the meeting at 9:00pm</p>		

Chair.....

Date.....