

Minutes for a meeting of the Burgh le Marsh Town Council
Tuesday 13th June 2023
Burgh le Marsh Town Council, Tinkers Green, Jacksons Lane Burgh le Marsh

Present: Chairman: Cllr Jim Moss
Deputy Chairman: Cllr Sue Nutman
Cllr Lisa Broomfield, Cllr Victoria Driver, Cllr David Hartley, Cllr Amanda Willis,
Cllr Colin Wright.
Clerk: Kelly Stevenson

Pubic: No members of the public present.

123.23 Receive apologies.

Apologies were received and accepted from:
Cllr Pat Phillips, Cllr Mike Greenhalgh, Cllr Neil Cooper, Cllr Pauline Cooper, and Cllr Chris Sanderson

124.23 Pursuant to the Localism Act 2011: Receive declarations of interest in accordance with the act.

No declarations received in advance of the meeting.

125.23 Chairman's remarks.

Welcomed all attending.

The litter pick was held on Saturday 10th June 2023, which was in low attendance, however, was successful in the amount of litter collected. Thank you to the Burgh le Marsh Guides and Brownies who, on Thursday 8th June 2023 also held a litter pick.

The next litter pick is on Saturday 8th July 2023 promotion of the litter picks will be part of the council stand at the Windmill event on Saturday 1st July 2023.

126.23 Approve and adopt as minutes the notes from the meeting held on 30th May 2023.

It was proposed and resolved to list this item on the next meeting agenda.

127.23 Review matters raised from the public session at the annual parish meeting held on 30th May 2023 and action where necessary (see appendix 1)

- Claremont Road.
Cllr Sue Blackburn (for LCC) will report to Highways following her walk round Monday 12th June 2023.
- Councillors' village wards.
It was Resolved the Clerk and Cllr Jim Moss look at dividing Burgh into twelve sections for each Councillor to take as a ward. This will be reviewed at a future meeting.
- Trees on the grass verges along The Causeway:
The Clerk and Cllr Jim Moss have met with the resident and Baptist Church. The church will fund three trees. Highways have been contacted regarding permission. Council will be updated at a future meeting.
- Loss of PCSO's to the rural community: Council noted the draft letter to Lincolnshire Police. It was Resolved to send the letter from the council.

Cllr Sue Blackburn (for LCC) gave details of the LCC Highways and Councillor portfolio holders visit to Burgh le Marsh on 12th June 2023 as follows:

- The Causeway: Highways have resurfacing of this scheduled on 2025/26, they did acknowledge this has been put back. However, on viewing the area they are going to review this and look to bring forward and will come back to Cllr Sue Blackburn with any updates.
- The Church footpath: This is funded by a Heritage fund. The Highways Office will review and come back to Cllr Blackburn with information on re-surfacing.
- Cervantes Court Parking: Highways are going to recommend the double yellow lines for the area.
It is hoped to have some further feedback in the next few weeks. Council will be updated at a future meeting.

128.23

Consider and comment on the following Planning Matters:

1. Planning correspondence received:(see appendix 2)

Council noted planning correspondence received as follows:

- a. Proposal: Planning Permission - To site a static caravan for holiday use. Location: Lloyds Farm, Billgate Lane, Burgh Le Marsh, Skegness, PE24 5AF
- b. Resident complaint / outcome – Application S/023/02578/21. Land to the rear 22 – 28 Ingoldmells Road.
- c. Application S/023/01705/22 - Application withdrawn.
Proposal: Outline erection of 7no. dwellings. Location: Land adjacent Ash Barn, Hall Lane, Burgh le Marsh.
- d. Application S/023/00767/22 Full planning permission.
Proposal: planning permission -erection of a house with integral double garage. Location: Land adjoining Burgh Hall, Burgh le Marsh.
- e. Application – S/023/00680/23 Full planning permission. Proposal: Planning permission – extension to existing dwelling and erection of an outbuilding to provide additional living accommodation.
Location: 28 Chapman Avenue, Burgh le Marsh.
- f. Application S/023/01014/22 – Approval of Section 73 application.
Proposal: Section 73 application to vary condition no. 2 (approved plans and Flood Risk Assessment), condition no. 3 (surface water drainage scheme), condition no. 6 (landscaping scheme for Area B), condition no. 8 (hedge protection measures and bio-diversity enhancements) and condition no. 9 (landscaping scheme for Area A), previously imposed on planning permission reference no. S/023/1884/19 for the change of use of land to site 66 static caravans and excavation of land to form 2no. ponds.
Location: Sycamore Lakes, Skegness Road, Burgh Le Marsh, Skegness.

129.23

Consider and approve financial matters for the year 2022/2023.

1 Review income and expenditure for 2022/23 (see appendix 3)

Council noted and approved the income and expenditure statement for 2022/2023 (Copy attached)

Summary details as follows:

Income and Expenditure 2022/2023

Total Income: £88,364.90. This is made up as follows:

Precept claim: £74,901.74

LCC Community Hub Grant £5167.00

To support running costs of the library building.

VAT reclaimed £4,584.81

Donations £880.00.

Specifically for two benches: one has been placed in the Church Yard and one on the grass verge near Windmill Drive / Elm Crescent.

Grant: £1000.00

Received to support the Jubilee Event.

LCC Parish Agreement £1831.35

To support grass cutting.

Total Expenditure: £107,512.11

Expenditure outside of the expected precept expenditure is listed below:

Toddlers play area replacement £24,370.74

Benches within the village £1,323.00

3 x benches: Jubilee Bench, Elm Crescent, and Church Yard (from donations)

Christmas lighting £9303.47

This is an increase £5,590 on the previous year, which included lighting for ten streetlight columns and LCC Licensing and all village Christmas trees.

Total Vat paid £9396.02

The amount of vat paid out increased by £4045 with increased expenditure.

Vat is reclaimed from HMRC (see income) the balance on 2022/23 has been reclaimed and received in May 2023, recorded in the 2023/24 accounts.

- 2 Review asset register and yearend balance for 2022/23 and propose any depreciation value. (See appendix 4)

Council noted and approved the asset register balance of £280,065.

It was Resolved to complete a review of all assets and replacement values to agree the asset balances going forward into the new financial year.

- 3 Review completion of the internal auditor's report and approve submission of the Annual Return for 2022/23 to the external auditors. (See appendix 5)

Council noted the internal auditors report and suggestions.

Council approved the annual return for 2022/2023 together with the supporting documents. It was Resolved the Chairman sign the return on behalf of the Council.

It was Resolved for the return and supporting documents to be submitted to the External Auditors.

Action: The clerk to submit the signed annual return with supporting documents.

4 Review of council reserve and earmarked funds. (See appendix 6)

Council noted the council's reserve and earmarked funds.

It was Resolved to process the following transfer entries:

Library capital grant and Library Grant: Combine these funds to form a balance of £748.03.

The library committee are considering expenditure for a smaller counter and chairs.

Play area equipment: transfer the 2023/24 £5,000 precept budget amount to the fund. Transfer the overbalance balance of £9,870.74 from the general reserves to zero the fund. This expenditure completes the replacement of the toddler play area equipment. The funding heading is to remain to continue earmarking funds for future equipment replacement.

Public Toilets: transfer the 2023/24 precept budgeted amount of £5,000 to support running costs.

Transfer the three-year tapered revenue grant from ELDC received on 25th May 2023 of £4,650.00 to support running costs.

The total earmarked fund to support running costs of the public toilet is £34,650.00.

Council are mindful of the estimated running costs and will keep this under review once the asset transfers to the council.

In March 2023 council resolved to appoint a cleaning contractor for the coming year which is to be supported by this fund.

Jubilee Event: There is a balance of -£9.64. It is proposed to transfer this balance from general funds and close the account.

Market Place: It was resolved to create this fund and transfer the three-year tapered revenue grant from ELDC of £2,259.00 to support any running costs.

Market Place Office (refurb): council will review the requirement of the £9,000 balance once the asset transfer completes.

Windmill: The balance of £2,000.00 is earmarked for support to the Windmill. It is proposed to leave this balance earmarked for the Windmill and review their future requirements.

The above transfers will leave a total general reserve balance of £58,709.36 and earmarked funds of £54,124.25.

Action: The clerk (RFO) to complete the above transfer with the accounting system.

130.23 Correspondence Schedule (see appendix 7)

No additional correspondence since the meeting of 30th May 2023.

131.23 Exclude the press and public pursuant to the Public Bodies (admissions to meetings) Act 1960 due to the confidential nature of the business to be discussed.

No members of the public present.

132.23 Consider applications received for a Village Maintenance Worker and agree interview date by members of the personnel committee. (See appendix 8)

Outcome of the confidential discussion:

Council noted all application received and each councillor viewed the applications. After discussion it was agreed members of the personnel committee, Cllr Lisa Broomfield, Cllr Sue Blackburn, and Cllr David Hartley, hold interviews for three applicants from 1.00pm on Thursday 29th June 2023.

Council will be updated at a future meeting.

There being no further business the meeting closed at 8.25pm

Signed

Dated 27th June 2023