

Minutes for a meeting of the Burgh le Marsh Town Council
25th January 2022
Burgh le Marsh Town Council, Tinkers Green, Jacksons Lane, Burgh le Marsh

Present: Chairman: Cllr Neil Cooper, Deputy Chairman: Cllr Jim Moss,
Cllr Pauline Cooper, Cllr Pat Philips, Cllr Sue Blackburn,
Cllr Andy Cooper, Cllr Mike Greenhalgh, Cllr Paul Rawlinson,
Cllr Chris Sanderson.
Clerk: Kelly Stevenson

Public Session

Community Speed Watch: There are only three remaining volunteers and due to lack of support the speed watch will cease. Two of the remaining members gave details of speed watch having completed over 400 checks. All equipment was returned to the Town Council.

The Council thanked all volunteers for their hard work and support to the group but fully understanding their frustrations.

Street Light: The street light near 39 Elm Crescent is out. The Clerk confirmed this will be reported on Fix My Street.

Jubilee: Are Council planning events for the Jubilee Celebrations? Cllr J Moss gave details of the councils plans to light the beacon and take part in the big community lunch.

Church Tea Room: The Church Tea Room, will close on 26th February 2022. There are only three volunteers remaining and income is not enough to cover the cost of rent etc.

Council were again sorry to hear of another group ceasing due to lack of volunteers but thanked everyone for the work in supporting the tea room over the years.

Correspondence item, footpath access: The applicant attended to give verbal details of the requested. Council thanked the applicant for the information. However, no council resolution can be made during the public session. This matter will be addressed further in the meeting.

279.22 Receive apologies.

Apologies were received and accepted from Cllr Ricky Gendecha, Cllr Colin Wright and Cllr Lisa Broomfield.

280.22 Chairman's remarks.

The Chairman welcomed all attending.

281.22 Report from representatives of our outside bodies.

Cllr Sue Blackburn of Lincolnshire County Council reported that budgets are being set for 2022/23. There is a shortfall / budget cuts for highway funds. Information was given on how to support the County Councils campaign "Fix our fund to fix our roads" to help restore these funds.

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

No declarations.

283.22 Approve and adopt as minutes the notes from the meetings held as follows:

1. Town Council Meeting, 30th November 2021
2. Planning Committee Meeting, 21st December 2021
3. Finance Committee Meeting, 4th January 2022.

It was Resolved to adopt as minutes the notes of the meetings held.

284.22 Consider financial matters for January 2022:

1. Approve payments issued in December 2021 (see appendix 1)

The payments issued in December 2021 were noted and approved.

2. Approve payment schedule for January 2022 (see appendix 2)

It was Resolved to issue the payments for January 2022.

3. Note financial position and reserve funds (see appendix 3)

Council noted the financial position at 31st January 2022, once payments are issued, of £133,778. This includes general reserves and earmarked funds of £114,690.

285.22 Receive proposed precept budget and recommendations from the finance committee for the forthcoming financial year 2022/2023 and vote on the precept claim amount for submission to ELDC (see appendix 4).

Council noted in detail the proposed budget for 2022/2023, specifically the following recommendations:

Cleaning: 2021/22 budget £100.00. Recommended increase of £150.00 to bring in line with current expenditure.

2022/23 budget £250.00

Insurance: 2021/22 budget £2400.00. Recommended increase of £400.00 to allow for additional requirements of insuring the public toilets and Market Place once the asset transfer from ELDC is complete.

2022/23 budget £2800.00

Travel costs: 2021/22 budget £200.00. Recommended to reduce this budget. Travelling is reduced as more clerk meetings and courses are remote.

2022/23 budget £100.00

Subscriptions: 2021/22 budget £1560.38. It is proposed to reduce this budget by £348.38, which is cemetery management software that will not be required.

2022/23 budget £1212.00

Library costs: 2021/22 no budget. It is recommended to allocate a budget for library running costs, such as the tv license.

2022/23 budget £150.00

Electricity: 2021/22 budget £1500.00. It is recommended to reduce this budget by £300.00.

2022/23 budget £1200.00.

Grass Cutting: 2021/22 budget £4720.00. It is recommended to increase the budget by £636.00 to allow for the price increase and to continue to include grass cutting of the windmill field.
2022/23 budget £5356.00

Weed spraying: 2021/22 no budget. It is recommended to add a budget of £500.00 for the cost of weeding spraying.
2022/23 budget £500.00

Equipment: 2021/22 budget £1,000.00. It is recommended to reduce this budget by £500.00. It is expected equipment requirements are reduced given grass cutting is contracted out and other budget categories allow for expenditure where necessary on council owned equipment.
2022/23 budget £500.00

Flower Tubs: 2021/2022 budget £2,000.00. It is recommended to reduce this budget by £500.00 in line with previous costs.
2022/23 budget £1500.00

Christmas: 2021/22 budget £1,500.00. It is recommended to increase this budget by £3,500.00 to support Christmas lighting enhancements in December 2022.
2022/23 budget £5000.00

Church yard lighting: 2021/22 budget 566.80. It is recommended to increase the budget by £3.20 to simply round the budget up.
2022/23 £570.00.
It is also recommended to seek quotations to install LED lighting.

Parish allowance: 2021/22 budget £2,120.00. It is recommended to increase the budget by 280.00 as the council now have the maximum 12 members.
2022/23 budget £2400.00
It is also recommended that the council vote on keeping the parish allowance, transferring to another budget or reducing the precept.

Staffing costs: 2021/22 budget £24,540.68. It is recommended to increase the budget by £535.28, 1.75%.
2022/23 budget £25,075.96.

All other expense budget categories remain unchanged.

Council event (Jubilee): 2021/22 no budget. It is recommended to allocate a one-off budget amount of £2,000.00 for the national event in June 2022.
As this is a one-off expenditure, it is recommended to offset this expenditure and transfer a balance of £2,000.00 from general reserves.

Parish agreement income: 2021/22 budget income £1731.09.
2022/23 budget income £1764.48.

It is also recommended to transfer £4,000 from general reserve to offset against the expenditure budget and reducing the precept claim.

The above recommendations give a total expenditure budget of £82,666.22 with income and general reserve transfers of £7764.48 to be offset on the precept claim.

This is an increase of 3192.71 on 2021/22. However, due to the increase in the tax base from 817 to 844 this is absorbing most of the increase.

The average Band D property will pay an annual amount of £88.75 on their council tax bill. This is increased from £87.77 for 2021/22. A total increase of £0.97 (1.11%)

After discussion, it was Resolved to keep the parish allowance in the budget and agree all budget recommendations from the finance committee.

It was therefore resolved to make a precept claim of £74,901.74 to ELDC for 2022/23.

ACTION: The clerk to submit the precept claim form to ELDC for £74,901.74.

286.22 Consider and note Clerk's report. (See appendix 5)

Council noted the report and specifically the following:

- **Cricket field:** no update.
- **War memorial:** quotation for cleaning remains outstanding. The Clerk and Cllr Moss to make enquires and report at a future meeting.
- **Picnic area:** Cllr Cooper asked for a further copy of the statement of truth. The clerk to arrange.
- **Council events:** Working group are planning menus and details for the Jubilee and picnic in the park. Full detail on all planned events will be reported at a future meeting.
- **Community Speed Watch:** Communications with remaining volunteers who have confirmed the speed watch will cease to run due to lack of support. All equipment returned to the council.

287.22 Update on the asset transfer of the public toilets and Market Place (see appendix 6)

Council noted replies to queries raised.

After discussion it was Resolved to check the building for any signs of vermin returning.

ACTION: The clerk to arrange checks of the building with the council handyman.

After further discussion regarding use of the first-floor meeting room and liability this will be to the council in the running of the toilets it was Resolved to enquire with ELDC regarding rental of the public convenience.

ACTION: The Clerk to enquire with ELDC regarding rental of the public convenience and report back to council.

8.45pm Cllr Sue Blackburn and Cllr A Cooper left the meeting.

288.22 Receive and vote on correspondence from Cadent (see appendix 7)

Council noted and approved the change in wording regarding liability should the gas pipe at Tinkers Green need to be repositioned.

It was therefore Resolved the Chairman sign the Transfer Deed on behalf of the council.

ACTION: Chairman, Cllr Neil Copper, to sign Transfer Deed on behalf of the council. The Clerk to return to Cadent.

289.22 Consider and vote on proposal for purchase of additional library uniforms (see appendix 8)

Council noted the request for additional Library volunteer uniforms. It was Resolved to continue with the order at a cost of £170.00.

ACTION: Cllr Jim Moss and Clerk to arrange purchase of additional library uniforms.

290.22 Consider on vote on proposal to add a personnel door to the storage container (see appendix 9)

Council noted and agreed in principle to the proposal of adding a personnel door to the storage container. It was further Resolved to obtain quotes for the work.

ACTION: The clerk and Cllr Jim Moss to obtain quotations and report back to council.

291.22 Review and update on councillor email addresses and vote on a deadline for commencement (see appendix 10)

The clerk confirmed only three councillors have activated their councillor emails. It was agreed for remaining councillors to actions their accounts as soon as possible. The Clerk to support where necessary and report at the next meeting.

290.22 Vote on the annual plan and calendar for community litter picks (see appendix 11)

It was Resolved to proceed with community litter picks on the second Saturday of each month starting in February 2022.

ACTION: The clerk to promote community litter picks for the second Saturday of each month.

291.22 Correspondence Schedule (See appendix 12)

1. Correspondence regarding Jane Palmer Education Foundation.
Council noted the request and resolved to the continuation of the charity governors.
The clerk to reply and confirm.
2. Correspondence request for consideration of a footpath access through Tinkers Green.
Council noted the request and resolved to list this matter on the next agenda for discussion and vote.
3. Correspondence regarding the Cricket Field, Station Road.
Council noted the interest of the developer. However, a response is still awaited from trustees.

The meeting closed at 9.35pm

Signed: *Cllr Neil Cooper*
22/02/2022