

**Minutes for a meeting of the Burgh Le Marsh Town Council
Tuesday 30th November 2021 at 7.00pm
Burgh le Marsh Town Council, Tinkers Green, Jacksons Lane, Burgh le Marsh**

Public Session: No comments received.

Present: Deputy Chairman; Jim Moss, Cllr Pat Phillips, Cllr Sue Blackburn,
Cllr Ricky Gandeche, Cllr Paul Rawlinson Cllr Andy Cooper.
Clerk: Kelly Stevenson

Meeting Chairman, Deputy Chairman; Cllr Jim Moss.

Public: Two members of public present

247.21 Receive apologies.

Apologies were received from Chairman, Cllr Neil Cooper, Cllr Pauline Cooper, Cllr Lisa Broomfield, Cllr Mike Greenhalgh, Cllr Colin Wright and Cllr Chris Sanderson.

248.21 Chairman's remarks.

Cllr Jim Moss gave details of the Remembrance Services attended, reminded all of the next community litter pick on Saturday 11th December 2021 and thanked a local resident for repair and painting a bench that he had previously made for the village.

249.21 Report from representatives of our outside bodies.

No report from Cllr J Brookes of ELDC.

Cllr Sue Blackburn of Lincolnshire County Council gave details of communications with residents in relation the community speed watch.

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

Cllr J Moss declared interest in item 6.1 being include within the payment schedule.

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

- 1. Planning Committee Meeting 26th October 2021**
- 2. Town Council Meeting 26th October 2021**

It was Resolved to adopt as minutes the notes from the meetings held on 26th October 2021.

252.21 Consider financial matters:

1. Approve payment schedule for November 2021 (see appendix 1)

Council noted the payment schedule for November 2021.

The Clerk confirmed the contractor's invoice for painting/repairs to the building was included in the schedule, this payment would be issued once confirmation on works completed are received.

It was agreed to confirm the Christmas Event at the Windmill was still taking place before issuing the donation.

It was Unanimously Resolved to issue the payments scheduled.

ACTION: The Clerk to confirm completion of works at the council building before payment is issued, confirm the Christmas Event is taking place at the Windmill before issuing payment and issue other payments scheduled.

It was Unanimously Resolved to delegate the payment of December supplier and properly due salaries to the clerk and Chairman / Deputy Chairman and review the next meeting in January 2022.

ACTION: The clerk and Chairman/ Deputy Chairman to issue payments for December and list on January 2022 agenda for review

2. Note financial position and reserve funds (see appendix 2)

Council noted total council funds of £139,462.34 at 30th November 2021. General reserve funds are £74,580.10, which has increased by £5,550.62 due the transfer and close of the Serco earmarked fund. Earmarked funds for future projects total £40,109.99.

253.21 Consider and note Clerk's report.
(See appendix 3)

Council noted the Clerks report. Specifically commenting on the following:

Cricket Field, Station Road: The Solicitor's letter was sent to the trustees in October 2021. The solicitors confirm having received no reply for the trustees at 30th November 2021.

Christmas Tree & Lighting: The council's Christmas tree and lighting in the Market Place has been installed. The feedback from residents is overwhelmingly positive.

Picnic area: Cllr Neil Cooper is reviewing the Statutory Declaration required to support land registry. This will be followed up at the next council meeting.

Cemetery: Cllr Neil Cooper is arranging further quotations for the path widening. This will be reviewed at the next full council meeting in January 2022.

Bottle bank: The sign will be installed in the next few days. Letter to local businesses was sent after the council meeting held in October. The site is currently looking improved.

Councillor email addresses: All councillors have been sent details of their council email and login details. This matter remains outstanding with all Councillors. The Clerk suggested holding a workshop for councillors to attend the office for support in activating the email accounts. Details will be sent to Councillors.

254.21 Receive and vote on the LCC parish agreement for 2022/2023 (see appendix 4)

It was Resolved to continue with the Parish Agreement with Lincolnshire County Council for village grassing cutting and enter into the agreement for 2022/2023.

ACTION: The clerk to confirm with LCC the councils agreement to enter into the Parish Agreement for 2022/23.

255.21 Update and vote on the asset transfer of the public toilets and Market Place (see appendix 5)

Council noted the information received. Council all agreed that the priority is keeping the public toilet facility open in Burgh le Marsh as agreed by the council in 2019.

After discussion it was Unanimously Resolved to proceed with the asset transfer. However, council would like to confirm details of, completed repairs, deep clean of the facility and details of grants.

ACTION: The Clerk to write to ELDC to confirm the council vote to proceed with the transfer and enquire regarding, repairs, the deep clean and grants.

It was further Proposed to form a working group to complete a business plan in relation the assets and running costs.

It was Unanimously Resolved for Cllr Jim Moss, Cllr Sue Blackburn and the Clerk form a working group for business planning in relation to the running of the public toilets in readiness for budget planning for 2022/2023.

ACTION: Cllr Jim Moss, Cllr Sue Blackburn and Clerk to work on business planning for running of the public toilets and budget planning for 2022/2023.

256.21 Receive update and vote on events for 2022 (see appendix 6)

Council noted the update on council events for 2022.

1. Extended Bank Holiday Weekend, Thursday 2nd June – Sunday 5th June 2022 – Queen Celebrations.

It was Resolved to join the national lighting of the Beacon on Thursday 2nd June 2022. Times and details to be confirmed closer to the date.

It was Resolved to proceed with a community event on Sunday 5th June 2022 council noted the event plans as detailed by the working group.

The working group require vote on the following proposals in order to finalise and plan the event:

1. A Self-catered or bought in catered event.
It was Resolved to proceed with a self-catered event by the Council, this is more in keeping with the ethos of the community event / big lunch.
2. A beer tent at the event.
It was Resolved to proceed with plans to have a beer tent at the event and make enquiries with local businesses that may wish to attend.
3. Commemorative gifts or bench.
It was Resolved to proceed with commemorative bench and depending on cost consider commemorative badges also.
4. Budget
It was Resolved to allocate a budget of £2000.00 for the event and commemorative bench/gifts, as detailed in the draft budget for 2022/2023. The working group to continue planning the event and report updates to the council.

2. Picnic in the Park August 2022.

It was Resolved to proceed with the event with the same format as held in August 2021 with a budget of £700.00. The working group to plan and arrange the event for Saturday 6th August 2022. The working group to report updates to the council.

ACTION: Events Working Group, The Clerk, Cllr Sue Blackburn, Cllr J Moss and Cllr N Cooper to continue planning and organising the events with the delegated budgets and report updates to Council as necessary.

257.21 Receive proposal in relation to the War Memorial (see appendix 7)

Council noted the Proposal to make enquires regarding cleaning and maintenance of the war memorial and adding additional names.

After discussion, it was Resolved to make initial enquires for quotations and the process required for cleaning and adding additional names. This will be reviewed at a future council meeting.

ACTION: The Clerk to research the process for adding additional names to the war memorial and cleaning quotations and report back to the Council.

258.21 Receive proposal in relation to maintenance of the council/library building (see appendix 8)

Council noted the list of repairs/ enhancements suggested;

1. Replacement handrail to the public disabled toilet.
2. Replacement light to the public disabled toilet.
3. Installation of the hand dryer to the toilet in the council building.
4. Outside sensor light to the council building.

It was Resolved to compete the above enhancements with a budget of £500.00. The Clerk and Cllr Jim Moss will arrange completion and update Council at the next meeting.

ACTION: The Clerk and Cllr J Moss to arrange repairs / enhancements as suggested with a budget of £500.00

259.21 Correspondence Schedule (See appendix 9)

No additional correspondence.

There being no further business the meeting closed at 8.20pm