

Halton Holegate with Halton Fenside Parish Council

Minutes of the full Council meeting held at Halton Holegate Methodist Chapel on **Thursday 11th July 2023** commencing at 7pm. These are notes of the meeting until approved as a true record.

Present:

Cllrs D Sisson (Chair), C Holmes (Vice-Chair), S Andrew, C Clare, T Robson and J Vickers; and District Councillor T Taylor.

Clerk - J Sargent.

There were no members of the public in attendance.

East Lindsey District Councillor T Taylor

District Councillor T Taylor read out an email from the Chair of the Local Government Association regarding a change to the funding mechanism for internal drainage boards. The LGA have written to the new Government about funding and levy rises. Cllr Sisson asked to be kept up to date.

Cllr Taylor also reported receiving an email from a resident about anti-social behaviour in Halton Fenside and queried if anything had been reported to the Parish Council. No reports had been received by Councillors present or to the Clerk, however, Cllr Sisson is aware of the incident.

Cllr Taylor left the Parish Council meeting at 7:12pm to attend an ELDC planning meeting.

With no further matters, it was **resolved unanimously** to go into formal session.

23. Chairman's Welcome.

The Chairman confirm the Council was quorate, welcomed all present, and thanked Councillors for their attendance.

24. Apologies.

It was **resolved unanimously** to accept apologies from Cllr C Edwards.

25. Declarations of Interest.

Cllr T Robson declared an interest in item 8 relating to the Primary School.

26. To confirm the minutes of the Council meeting held on Thursday 9th May 2024.

With no matters arising, it was **resolved unanimously** to accept the minutes from May as a true and accurate record.

27. Finances:

a. To approve the list of accounts submitted for consideration for May.

With no matters arising, it was **resolved unanimously** to accept the list of accounts submitted for consideration.

b. To receive an updated Bank Reconciliation for May.

The Clerk provided a bank reconciliation, to keep Councillors up to date on the Council's financial status, for information purposes only.

c. To approve the list of accounts submitted for consideration for June.

With no matters arising, it was **resolved unanimously** to accept the list of accounts submitted for consideration.

d. To receive an updated Bank Reconciliation for June.

The Clerk provided a bank reconciliation, to keep Councillors up to date on the Council's financial status, for information purposes only.

e. To receive a budget review for the first quarter of the financial year.

The Clerk provided a budget review for the first quarter of the financial year, to keep Councillors up to date on the Council's financial status, for information purposes only.

28. To receive reports from:

a. The Chair

Cllr Sisson circulated a report prior to the meeting via email.

b. The Clerk

The Clerk reported on upcoming training for the CiLCA qualification which had been rescheduled, with one further session in September and no requests had been received to view the accounts, so that information will be archived.

29. To receive notification of any planning permissions, refusals, withdrawals, or amendments.

a. Housing Development on Halton Road - 600 houses.

Cllr Sisson included notes in his report and thanked Spilsby's Deputy Town Clerk for the minutes of the meeting. Cllr Sisson and Cllr Edwards attended the meeting with Gleesons on 12th June.

The developers currently have an issue with overhead power cables that impacts the proposed roads and health centre. This issue is a crucial piece of infrastructure which may take a further 7 months to resolve.

Representatives from Witham 4th Drainage Board, ELDC and LCC officers concerned with flooding issues also attended and will be conducting an in-depth scrutiny. Cllr Sisson asked to be included on this.

Cllr Sisson noted that existing developments and drainage systems coming from Spilsby contribute to issues with flooding downstream.

The reserved application submitted to ELDC is yet to be validated.

b. To receive a copy of the minutes from the meeting with Gleesons held on 12th June.

The Clerk provided a copy of the minutes taken by Spilsby's Deputy Town Clerk, for information purposes only.

c. The National Grid Pylon proposals, Grimsby to Walpole.

No new updates to report. The Clerk suggested writing to the MP to ask for an update. Cllr Clare confirmed being in regular contact with Victoria Atkins MP about the pylons.

d. The National Grid Eastern Green Link proposals

No new updates to report.

30. To receive an update on highways, footpaths, and road closures.

a. To consider the problems with parking on Station Road.

CLlr Sisson circulated information with Councillors prior to the meeting, relating to the proposals to include double yellow lines towards Peasgate Lane being installed but there was no mention of moving white lines in the area. Other items included double yellow lines to prevent parking on the bend in the road, however, CLlr Sisson noted that the proposed area was limited as it would displace parking to elsewhere along the road and would like to suggest a trial.

CLlr Sisson advised that the zigzags outside the school are advisory. To make this area enforceable, signs are proposed detailing timeframes of no parking. Concerns were raised that this would allow for parking outside those timeframes, whereas the current system seems to be working.

Councillors commented feeling under pressure to agree to the current proposals. CLlr Sisson reasoned that the Parish Council should be free to provide constructive feedback.

b. To consider the Council's response to the consultation on proposed waiting restrictions on Station Road.

CLlr Sisson to circulate a draft response with Councillors for approval via email with the response to be submitted by the Clerk.

c. Issues to be reported or already reported to fix my street.

CLlr Sisson covered issues within his report.

31. Village Flood Investigation.

a. To receive a Flood Report Update.

No new updates to report.

b. To receive a review of the Action Plan.

CLlr Sisson reported all points complete on the action plan and now waiting for formal response, possibly in the next couple of months.

CLlr Clare thanked CLlr Sisson for his efforts on this, particularly with it being such a specialist area.

32. To review policies:

a. Financial Regulations

CLlr Sisson scrutinised the new Financial Regulations, which highlighted new procedures to put in place. Points to note were highlighted in blue in the documents circulated. Other updates feature further in the agenda to be agreed.

It was **resolved unanimously** to adopt the new Financial Regulations as tabled.

b. Risk Management Policy

The Clerk was unable to produce a Risk Management Policy in time to be review at the meeting. It was **resolved unanimously** to defer to a future meeting.

33. To agree the regular payment schedule for 2024-25.

Cllr Sisson explained that an annual schedule of regular payments should be agreed as a result of the new Financial Regulations. Items can be added to the schedule during the financial year.

Cllr Robson queried the Council obligations as a consequence of agreeing to the schedule, whether invoices would be paid if work was not complete, or the amount changed. Cllr Sisson confirmed that payments still need to be reported by the Clerk.

It was **resolved unanimously** to accept the regular payment schedule.

34. To agree procedures to provide signatories access to view the Council's bank accounts online.

Cllr Sisson suggested that new signatories should be able to have viewer access to the Council's bank account online and counter sign invoices that are paid by bank transfer for transparency. Previously, cheques were signed, whereas now almost all payments are made online. Cllr Sisson suggest all Councillors are made signatories and have viewer access to the Council's online bank account.

It was **resolved unanimously** to make all Councillors signatories and have viewer access to the Council's online bank account. This will require Councillors to view the Accounts folder each meeting, and counter sign invoices. The Clerk to arrange.

Cllr Robson expressed concerns over the spending limits online. The Clerk advised there is a procedure on Lloyds Bank that would require two signatories to authorise online payments but would investigate if this procedure for higher value payments could be implemented.

35. To provide the Chair of the Council full access to the Council's bank accounts online.

Cllr Sisson suggested that the Chair of the Council should have full access to the Council's online bank accounts, to be able to make payments in the event of the Clerk being absent. Cllr Sisson pointed out that the wording is for the Chair to have access.

It was **resolved unanimously** to grant full access to the Council's online bank accounts to the Chair of the Council.

36. To consider procedures for updating the Emergency Plan.

Cllr Sisson suggested the Emergency Plan needs to be progressed. Cllr Holmes suggested contacting the representative from the Lincolnshire Resilience Forum and spoke of the importance of being registered with them due to the support they can provide. The Clerk confirmed meeting with the representative last year and will search for the contact details.

Cllr Sisson advised contacting Cllr Bowkett for further information. Cllr Robson to conduct some research.

37. To receive an update on the website.

The Clerk to liaise with LALC's webmaster to scrutinise the Council's website and produce some how to documents to aid Councillors, when they update the website. The Clerk to provide an update at a future meeting.

38. To consider agenda items for the next meeting.

No items submitted for consideration.

39. To confirm the date of the next meeting.

The date of the next meeting was confirmed as Thursday 19th September 2024.

With no further comments, Cllr Sisson closed the meeting at 9:01pm.

Signed.....

Chair of the Council - Cllr D Sisson

Signed.....

Clerk to the Council and RFO - Jack Sargent

19th September 2024