

The Annual Meeting of Canwick Parish Council was held on Monday 22 May 2023 at the Village Hall, Montagu Road, Canwick. District Cllr Harrington and the Clerk were also present.

Present: Councillor L.J. Pennell – Chairman
Councillor I.D. Carrington – Vice-Chairman and District Councillor
Councillor H.L. Dowson
Councillor C.M. Griffin
Councillor R.C. Narborough
Councillor L.T. O’Melia

The Chairman welcomed District Cllr Harrington to the meeting and introduced him to members and the Clerk.

1. Apologies and Declarations of Interest and Acceptance of Office: Apologies had been received from District Cllr Goodwin. There were no Declarations of Interest. The Chairman reminded members they could make the appropriate declaration at any stage should it become necessary. All members present duly signed Declarations of Acceptance of Office. Cllr Griffin had previously done this.

2. Election of Chairman for the Ensuing Year & Declaration of Acceptance of Office: The retiring Chairman asked for nominations for the position of Chairman. Cllr Carrington proposed that the current Chairman continue and this was seconded by Cllr Dowson. There were no further nominations and the resolution was unanimously agreed. Cllr Pennell accepted the position of Chairman. The Declaration of Acceptance of Office was duly signed.

3. Election of Vice-Chairman for the Ensuing Year & Declaration of Acceptance of Office: Nominations for the position of Vice-Chairman were invited. The Chairman proposed Cllr Carrington and this was seconded by Cllr O’Melia. There were no further nominations and the resolution was unanimously agreed. Cllr Carrington accepted the position of Vice-Chairman. The Declaration of Acceptance of Office was duly signed.

4. Appointment of Members to Committees: The Chairman proposed to re-appoint members en-bloc. This was seconded by Cllr Carrington. Agreed by all.

Planning: Lead Member Cllr Carrington, Cllr Pennell, Cllr Griffin and Cllr Dowson.

Environment: Lead Member Cllr O’Melia and Cllr Dowson.

Finance: Lead Member Cllr Pennell and Cllr O’Melia.

Bank Signatories: Revalidated Cllr Pennell, Cllr Carrington, Cllr Griffin and Cllr O’Melia.

Communication: Lead Member Cllr Carrington, Cllr Narborough and Cllr Dowson to assist.

The Chairman and Vice-Chairman Ex-Officio Members on all standing committees.

5. Clerk’s Notes from the Meeting held on 17 April 2023: The notes from this meeting had been distributed to each member. The Chairman proposed that the notes be accepted and approved as minutes for signing and this was unanimously agreed.

6. Matters Arising:

6a. Information Packs for New Residents: Cllr Griffin reported that the new house next door to her on Grange Lane was now occupied. Cllr Narborough to prepare and issue a pack. The Chairman explained the pack concept to Cllr Harrington.

6b. Website: Routine Maintenance had been carried out.

6c. Telephone Box: An update had been received on the restoration and good progress is being made with an opening event planned for 11 June. Cllr O’Melia wished to record thanks to all those involved in the restoration.

7. Planning: The Chairman reminded members that any District Councillor present could not express an opinion on any of the planning items. He also reminded members if they wished to listen to any NKDC planning and other public meetings they were live streamed on audio via the NKDC website.

7a. 23/0114/FUL: Proposed New Dwelling and Garage in Curtilage of Garden - Glebe Farm, Heighington Road: No update.

7b. 23/0314/LBC – Replace Existing Wooden Windows with New Double Glazed Wooden Windows – 1 Park Lodge, Washingborough Road: This had been e-mailed to members. The Chairman reported planning permission is required because the building is listed. He asked members for any comments. No comments received. The Clerk to reply accordingly.

7c. Items Notified since Publication of the Agenda: None.

8. Environment:

8a. Highways Issues: Cllr Dowson complained about vans parked dangerously on Hall Drive. Cllr Carrington stated that it is a police matter not Highways.

9. Correspondence:

9a. NKDC Parish Updates: This had been e-mailed to members and was noted.

9b. Police Correspondence: Nothing received.

9c. Town and Parish Council Newsletter: This had been e-mailed to members. The Chairman asked if members had any comments. No comments received.

9d. BHIB Renewal Confirmation: This had been e-mailed to members and was noted.

9e. Canwick Water Recycling Centre – Installation of Temporary Above Ground Pipe: This had been e-mailed to members. It was noted the main underground pipe had been having problems. It was not known at this stage how long the temporary pipe would be in place.

9f. Items Received since Publication of Agenda: An e-mail had been received from Terry Crawshaw, Secretary of the Playing Field Association, informing of a shortfall of monies on the recent Coronation event and asked if the Parish Council

would be able to help out together with the Social Club and Playing Field Association. It was agreed by all we would help (see para 12b).

10. Four Parishes Cluster Group: No update.

11. County and District Councillor Reports: Cllr Carrington stated he was honoured to be re-elected and was pleased to have newly elected Cllr Harrington join him. He welcomed Cllr Harrington. The Chairman asked members for any questions. No questions raised. Cllr Narborough duly congratulated them both.

12. Finance:

12a. Bank Account Update: The Chairman reported that on 30 April the balance on the deposit account was £17,321.24 with £9.45 new interest. The current account balance was £1323.35 with two outstanding cheques totalling £564.22 leaving a net balance of £759.13.

12b. Payments due in May/June: The direct debit of £190.11 for the PWLB was due on 2 June. Payment agreed. The Chairman proposed we allow for two grass cuts by Glendale should the invoice need paying before the next meeting. All agreed. It was noted the telephone box refurbishment receipts added up to just over £1200. The Chairman reminded members we had received just over £1,000 CIL money last year which we had provisionally ear-marked for the Pavilion refurbishment that had not yet come to fruition. He suggested using the CIL money and making it up to £1,100 for the Telephone Box refurbishment and a contribution to the Coronation event. All agreed. Cllr Carrington stated the Telephone Box fits more than 1 of the criteria required for CIL expenditure and only 1 is needed. He stated it is a good use of the money and hopefully more will be forthcoming.

12c. Transfer of Funds: The Chairman proposed transferring £750 from the deposit account to the current account to cover the payments due. All agreed.

12d. Annual Audit – Approval of Accounts: The Chairman stated that we needed the Internal Auditor's Certificate before we could approve the Accounts so this would be carried forward to next month. It was noted the deadline for the Certificate of Exemption is the beginning of July.

13. Post Election Actions: Members completed the Return of Election Expenses forms and those that had not already done so completed their Declarations of Interest forms for return to NKDC.

14. Urgent Items for Information: None.

15. Date of Next Meeting: The next meeting was scheduled for 7pm on Monday 19 June 2023 at the Village Hall, Montagu Road, Canwick.

There being no further business the Chairman closed the meeting at 7.46pm.

Signed:

Date: