

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING OF HEALING PARISH COUNCIL HELD ON TUESDAY 14TH MAY 2018 AT THE VILLAGE HALL, GREAT COATES ROAD, HEALING AT 7.18 PM.

Present Cllr. Smith (Chairman)
Cllrs. Mooney, Gorry, Nijjar, Hewins, Wright and Dickerson

Apologies Cllr. Bygott

In Attendance Cllr. Hasthorpe, Wold Cllr., NELC

There were 4 members of the public present.

19/18 Election of Chairman

Cllr Smith unanimously elected as Chairman and signed declaration of acceptance of office.

RESOLVED: That Councillor Smith serve as Chairman for the year

19/19 To confirm elected members from uncontested election held and confirm signing of Declarations of Office by all members

Members confirmed and all signed Declaration of Acceptance of Office.

RESOLVED: That all members had duly signed Declarations including those absent

19/20 To receive and accept apologies for absence

Received from Cllr. Bygott due to family commitments.

RESOLVED: That apologies be received and accepted.

19/21 DECLARATIONS OF INTEREST (Code of Conduct 2012) –

None made.

19/22 Election of Vice Chairman

Cllr. Wright unanimously elected as Vice-Chairman for the year.

RESOLVED: That Cllr. Wright serve as Vice-Chairman for the year

19/23 Election of Committees, Committee Chairmen and Adoption of Terms of Reference for each Committee

To elect Committees as per list below, appoint Chairman and adopt terms of Reference for each Committee:

Personnel Committee –

Cllr. Wright (Charman) and members as Cllrs. Dickerson and Hewins

Named Substitute – Cllr. Mooney

Terms of reference accepted and Committee has full delegated powers

Any other Committees – none.

RESOLVED: That the Personnel Committee be appointed as shown with Terms of Reference Adopted. Committee has full delegated powers.

19/24 -Election of Representatives onto Outside bodies

To appoint representatives onto the following outside bodies:

Town and Parish Liaison Committee - Cllrs. Hewins and Dickerson

ERNLLCA District NE Lincs. Committee – Chair, vice-Chair and Clerk

Youth Council – Cllr. Bygott and Nijjar and Cllr. Gorry to assist if required

RESOLVED: That members be appointed to outside bodies as agreed

19/25 -Review of governance/procedural documents for Council for year

To consider and agree any reviews/amendments/necessary actions on following:

Asset Register – updated and checked by internal audit

Insurance Provision – long running agreement still in place

Website Provision – postal addresses on website to be removed, email addresses only and phone numbers for Office and Chair and Vice-chair.

Publication of Information Statement – Clerk updated regularly with any updates

Risk Management Strategy and also necessary Risk Assessments for all Council Activities - ongoing

Training Criteria - ongoing and Council committed to supporting all training

Schedule of Delegation – in place, no changes

Bad Debt Recovery Policy - in place, no changes

Standing Orders - in place, no changes

Financial Regulations – in place, no changes

Bank Mandate and electronic banking arrangements – in place and no changes

GDPR compliance – ongoing and all in place at present time

Internal audit arrangements – in place and new internal auditor for last fy year

Councillors' Registers of Interest – in place and on website and Clerk reminded members to update with any changes

Position regarding Casual Vacancies – two vacancies to fill

RESOLVED: That all governance documents reviewed as above

19/26 To approve minutes of the previous meetings held in April 2019 –

Main Council meeting from April 2019

Minutes approved as true record of the meeting and signed by the Chairman.

RESOLVED: That minutes be approved as a true record of the meeting

19/27 Police Report

To receive police report for month - Noted.

Public Break –

Member of the public present raised issue of Friends Group. Chairman advised that points raised were not in agreement with those discussed and then resolved by the Council and so the points were simply noted.

19/28 Highways/footpaths and Traffic Issues

a) To receive update on any footpaths/highways and agree any necessary actions

Next highways meeting on Wednesday 12 th June at Healing.

Response received from the Surgery about the location of a possible defibrillator and clerk asked to pursue the points raised in the letter. Chairman advised about free equipment from the Healing Hotspurs and would follow up.

Clerk to ask contractors if they would trim back Chapel Footpath allowing for nesting birds.

RESOLVED: That all issues agreed by actioned

19/29 Planning Matters

The following planning applications were considered:

DM/0358/19/FULA 39 Clematis Avenue, Healing
Erect first floor rear extension and installation of window to first floor side elevation
No objections.

DM/0220/19/ADV Land at Energy Park, Off Moody Lane, Healing
Display 2 externally illuminated free standing totem signs
No objections.

To receive any planning decisions and any representations regarding development made at the meeting for information only - none received.

RESOLVED: That all comments be submitted to NELC for planning consultation

19/30 Land Management

Healing Moated Site

To consider any works to the site and agree any necessary actions

Inspection due in August/September and Clerk would chase invoice for thistle cutting.

Agreed that Alexander Hubbards be contracted to cut the grass around the site for public access path for the season at cost of £500 with any extra cuts to be agreed at discretion of Clerk in liaison with Chairman and vice-Chairman.

RESOLVED: That Alexander Hubbard Ltd. be contracted to carry out grass cutting to outside Path for May to September/October 2019 at cost of £500 for agreed schedule of Cuts.

Porri's Wood

To consider any works to the site and agree any necessary actions

None agreed.

Cornflower Copse

To consider any works to the site and agree any necessary actions

None agreed.

Quantock Gardens

To receive update on land transfer and agree any further necessary actions

Awaiting land transfer to be finalised. Clerk to contact current land owner and ask if the PC could commence grass cutting. Groundboss had advised £35 for each regular cut in line with those carried out on the parks and this was agreed.

RESOLVED: That Groundboss quotation for £35 per cut be accepted and added to regular Grass cutting schedule when parks were cut

19/31 Park Management

- a) To receive update on park management issues including meeting with NELC re costings reimbursement for fy 18/19 and agree any necessary actions

Clerk to organise meeting with NELC for funding agreement for 18/19. Noted.

- b) To consider holiday club provision for forthcoming school holidays and agree any agree necessary actions

Chair and Vice-Chair had met with and received quotation from Premier Education. Agreed to employ Premier Education. 3 coaches with 2 hours - £125.00. 28th and 30th 10 to 12.00.

Cllr Hewins to assist with refreshments on Tuesday and Clerk to do Thursday. Cllr Bygott would provide indoor crafts and budget advised to purchase materials.

Agreed if successful to book the Company for the Summer break for 5 weeks.

**RESOLVED: That Premier Education be contracted to provide holiday activities as detailed
At cost of £125 per session**

- c) To receive update on bowling green maintenance and agree any necessary actions

Ongoing and being cut to accommodate bowling schedule. Noted.

19/32 Healing Village Hall and Village Hall Project

- (a) To receive update on current sales situation via Scotts and agree any necessary actions with reference to new build project

Scotts have had a number of parties express an interest. No firm offers as yet and they had advised to set a date for full and final bids – agreed as Friday 31st May 2019.

Chairman advised further information under this item but proposed to take as exempt item and this was agreed.

**RESOLVED: That Scotts be instructed to set closing date for full and final bids by
Friday 31st May 2019**

- (b) To confirm meetings with building contractors on Tuesday 21st May 2019

Two contractors would be present as chosen by the Parish Council and meeting to start at 6.30 pm This meeting was an informal, private meeting to gain information and ask any questions of two quotations submitted and was not open to public. Noted.

- (c) To receive update on appointment of new staff member for information

Clerk updated on staffing situation with new members of staff appointed as a result of interviews held. Vice-Chair had sanctioned appointment with Chairman and new Caretaker/Cleaner appointed.

RESOLVED: That new Caretaker/Cleaner be appointed from 01.05.19

19/33 Reports

To receive reports from:

Healing Showcase Meeting

Event to be 6th July. Had held a meeting and Legion taking a lead role. Chair to update at next meeting.

NELC Ward Cllrs. Report – if present

None.

Any other reports

None received.

19/34 Future Dates

Next Parish Council Meeting – Tuesday 11th June 2019

ERNLLCA Training dates – as circulated

Meeting with building contractors – 21st May 2019 at 6.30 pm

Quiz Night – Saturday 22nd June 2019

Healing Showcase – 6th July 2019

Date for internal audit – 23/24th May 2019

YPC relaunch event – Saturday 29th June 2019 at 1.00 pm

Mayor Making – 16th May 2019

Any other dates as received

19/35 Healing Village News

- (a) To receive notice of next edition – June 2019– and agree any necessary actions including leader article

Leader article – casual vacancies. Clerk to desktop publish and have ready in time for half term for distribution. Noted.

19/36 Correspondence/Information Update/Parish Matters

- a) Info from NELC/ERNLLCA etc. all for circulation

All information circulated as received. Consultation from NELC on Polling Stations and Polling arrangements – members resolved that the PC was satisfied with arrangements for Healing.

RESOLVED: Arrangements for polling in Healing Village satisfactory and comment to be Sent to NELC

- b) To receive response from Healing Surgery regarding the siting of a second defibrillator for the village and agree any necessary actions

Covered under highways item. Noted.

- c) To consider and agree arrangements for PC Quiz Night on 22nd June 2019

Clerk advised Pie and Peas charge from Alexanders Plaice was advised at £3.00. Agreed to charge £3.00 for each attendee and teams of minimum of 2 and maximum of 6. Clerk and Cllr. Gorry to organise. Bring your own alcohol.

RESOLVED: Arrangements For quiz night agreed

- d) To confirm arrangements for date for relaunch of YPC on 29th June 2019

To be advertised and held as agreed. Chairman to write article for June Healing News advertising event. Noted.

19/37 Finance

a) To approve payment of cheques as per list for this meeting
All payments as per schedule approved to be made.

RESOLVED: That all payments be made as per schedule

b) To receive year end accounts for fy 18/19 with account reconciliation for approval
Clerk had circulated cash book, together with account reconciliation and copy of bank statement to all members. Accounts agreed and signed by chairman.

**RESOLVED: That final, full year accounts and account reconciliation be approved and signed
By the Chairman**

c) To agree schedule of works for internal audit for fy 18/19 for internal auditor to carry out
Schedule previously agreed and submitted to Mr. Peterson. Clerk would confirm date and time to all members who were invited to attend should they wish to do so.

RESOLVED: Schedule for internal audit agreed and to be given to internal auditor

19/38 Chairman's Items

To consider and discuss community issues and engagement by the Parish Council with possible events and agree any actions - none raised.

19/39 Exclusion of Press and Public

RESOLVED: exemption of press and public for remainder of meeting under Public Bodies Admissions To Meetings Act 1960, Section 1 (2) on the grounds that discussion of the following business is likely to disclose confidential information¹

19/40 Personnel Matters

a) To agree salary payments as per list circulated
All Salary payments agreed to be made as per schedule circulated.

RESOLVED: That all salary payments be approved to be made.

Item c/f on new village hall project

Chairman updated members on communication from Healing Academy with proposal in connection to the village hall sale. This proposal was unanimously rejected.

RESOLVED: That proposal received from Healing Academy be rejected.

Chairman closed the meeting at 9.10 pm.

Signed: Date:

¹ Under Part 1 of Schedule 12A of the LGA 1972 (as amended)