

# Kettlethorpe Parish Council

The Annual General Meeting of the Parish Council will take place on Tuesday 3rd May 2022 immediately following the Annual Parish Meeting, which begins at 7.00 pm.

1. **Confirmation of Chairman and Vice chairman for 2022 / 23**
2. **APOLOGIES.**
3. **MINUTES OF PREVIOUS MEETING – April 5<sup>th</sup> 2022.**
4. **MATTERS ARISING**
  - 4.1 **Local Policing Issues**  
Not received 28/05.
  - 4.2 **Jubilee Park Play area**
    - i. *New Springies* – In hand with Easigrass, Laughterton
    - ii *Soft pour tarmac* – Make good soft pour tarmac - Easigrass
  - 4.3 **Highway Matters**
    - i. Kettlethorpe Road – Bad workmanship on recent repairs. Tar and chippings laid over mud, verges not cut back, Cllr Barnard (*Clerk to County Cllr Butroid 12/04*)
    - ii. Kettlethorpe Rd - Hedges at first bend need cutting back, (*Clerk to Cllr Butroid (13/04)*)
  - 4.4 **Code of Conduct** – All papers yet to be returned to WLDC.....waiting one.
  - 4.5 **Flower Troughs** – Weeds at Newark Rd troughs require regular strimming, otherwise the advertisements bottom of sign can't be seen.. Renewal of sponsorship ? Same fee - £100 p.a.??
  - 4.6 **Queen's Jubilee event**
    - i. Hosts for 'street events' to be agreed and contacted
    - ii. Church Walk – will Lister's sponsor wood for tree guards ?
    - iii. Park flagpole – Cllr Barnard, to find costs (flagpole also to be used for Christmas event)
    - iv. WLDC grant application - bunting purchased, anything else needed ?
  - 4.7 **Domain addresses** – F5 computing chosen, Mr D. Clayton invited to future meeting
  - 4.8 **New Parish Clerk – Mr G. Cleworth** - Job description, interview panel, advice to potential clerk. Need for new PC as the one bought for the Council is at least 14 years old???Microsoft 356 needs transferring
5. **Mr Paul Bussoopon** – Parish Council acceptance papers need to be forwarded to WLDC
6. **Christmas lights** – Cllr Barnard - Cost of timer and net of lights enquiry
7. **CORRESPONDENCE** - *List of items will be forwarded at end of April*
8. **PLANNING** - None
9. **FINANCE**
  - 9.1 Bunting for street parties – £34.90 reimburse Clerk
  - 9.2 PAYE / Salary
  - 9.3 Grass cutting –two cuts, Invoice No 114 - £460 (no VAT)
  - 9.4 Abacus Accountancy, internal audit - £36 incl VAT
  - 9.5 Clerk expenses for 2021, including £14.95 per month for Parish Microsoft 365
  - 9.6 Parish Accounts – to end of April 2022, including refund of £567.60 VAT for 2021 / 2022
10. **ITEMS FOR DISCUSSION**
  - 10.1 **Park notice board** – doors require refurbishing
  - 10.2 **Bollard** - knocked over on Best Kept Tree Island
9. **DATE of NEXT MEETING**      **The next meeting will take place on Tuesday 7<sup>th</sup> June 2022 at 7.00 pm at Kettlethorpe Village Hall**