



Kettlethorpe Parish Council

Minutes of the Annual General Meeting held on Tuesday 3rd May 2022 at 7.45 pm in
Kettlethorpe Village Hall

Present

Cllr Richard Elliott, Chairman,

Cllr Richard Barnard.

Cllr Paul Bussoopun

Cllr Catherine Turner

Cllr Tim O'Callaghan,

Cllr Jez Willis

Mr Ron Gee, Clerk

1. Election of Officers for 2022 / 2023

Councillor Richard Elliott accepted the invitation to remain as Chairman for a further year and was proposed by Cllr Richard Barnard, seconded by Cllr Catherine Turner, and approved by the meeting.

However, Cllr Richard Barnard felt that due to his current pressure of work, he would have to resign from his position as Vice / Chairman, although he is still keen to help with Council duties.

Councillor Catherine Turner was nominated as Vice Chairman, proposed by Cllr Jez Willis, seconded by Cllr Richard Barnard, and agreed by the meeting.

2. APOLOGIES

D / Cllr Jane Ellis.

3. MINUTES OF THE PREVIOUS MEETING

The minutes of the April meeting had been circulated to all members and were proposed, seconded, and approved by all Councillors.

4. MATTERS ARISING

4.1 Local Policing issues

The April Police Report for Gainsborough Rural South was circulated to all Councillors and listed 8 x burglaries, 7 x thefts, 3 x vehicle crimes, and 7 x criminal damages, but no items related to this Parish.

4.2 Jubilee Park

New Springies and soft pour tarmac - The Chairman reported that the Springies had been ordered and delivery was awaited from Sutcliffe's. Their installation and the repair to the tarmac will be dealt with by Easigrass of Laughterton during this summer at a cost of £1,050, including VAT.

4.3 Highways

i. Bad workmanship, Richard had noticed the poor quality of work being carried out when staff employed by LCC were resurfacing Kettlethorpe Road. As an example, mud was not being cleared away properly before the tarmac was laid on top and he reported this to the onsite foreman. Details were then passed to C/Cllr Butroid, as was also the failure to cut back the grass verges to the full width of the road, as promised.

ii. Overhanging Trees - The problem of trees hanging over the carriageway on Kettlethorpe Road bends was passed directly to C / Cllr Butroid as being a danger to traffic, (due to difficulties using the usual computer system). Consideration was given as to whether we should do the job ourselves, but it was decided that the best and safest action would be to let LCC deal, as it had already been passed to Cllr Butroid.

iii. Reports - Tim said the surface of the footpath on Sallie Bank Lane was crumbling and Richard stated that we also have the perennial problem in Laughterton of the gullies on the bend of the Main

Road not draining flood water away, causing the footpath to become submerged, and breaking up the surface.

4.4 Code of Conduct – All signed papers relating to the members’ Register of Interest have now been returned to WLDC as requested.

4.5 Flower Troughs – It was felt that the advertisements at the bottom of the trough notices on Newark Road were deserving of more clarity as tall weeds and grass often blocked sight of them. Casual strimming has been carried out, but the Chair and Paul offered to alternate with regular trimming and the Chairman also offered to ensure that weeds were cleared from amongst the plants. It was further agreed to discontinue any sponsorship.

4.6 Queen’s Platinum Jubilee - Local events

i. It was suggested that Sunday 5th June would be the national day for street parties. Mrs Staunton and Mrs Parker of Swynford Close have volunteered to be the hosts for the Aspen, Swynford and Sallie Bank area. The residents from Marsh Lane and Newark Road are expected to join casually with Home Farm Close.

10 lengths of Union Jack bunting have been purchased and passed to members for distribution, with some for the Park trees, some to Swynford Close, and Home Farm Close, some to Marsh Lane with additional bunting to be ordered by Jez from Prime (for speed of delivery) to make up any shortfall.

Additional parties will be taking place in Kettlethorpe Village Hall and The Old Rectory garden that will include a buffet lunch followed by a garden event with food and music.

ii. Park Flagpole

Richard had learned that the price of a flag pole and Jubilee flag for the Park, to celebrate the Queen’s Jubilee would cost of £330.60 incl: VAT. It was proposed by Cllr O’Callaghan, by Cllr Turner, and agreed by all, that a flag staff with internal halyard (more vandal proof prone to flapping noises) together with a Jubilee flag should be purchased. In addition to its role, the flagpole will serve a dual purpose in helping to celebrate other events and times of the year such as the various Saints’ Days, Lincolnshire Day, and will be an ideal base for the new Christmas tree. Checks are to be made to see whether a planning application is necessary.

The clerk offered to put in a claim on behalf of the Parish to the WLDC Cllr’s Initiative fund, following advice from Cllr Ellis that £400 is available per Parish.

iii. Church Walk

In a discussion at the Annual Parish Meeting tonight, resident Mr. Rodger Brownlow said he had been checking the price of protection from beasts for the new trees and had found what appeared to be ideal shields known as Full Guard, at a price of £180 plus VAT, for a galvanised, painted product. These have the facility to be split into two halves allowing the protection to be widened as the trees grow or removed when not needed.

It was suggested that 15 trees and guards will be required, and Mr Brownlow felt that he may have acquired a few sponsors. Jez suggested that it would be useful to provide a scale of what each would achieve, such as “what you get for your cash” and Catherine had the idea of putting a together, which she offered to set up if someone could help with the content. Richard said he had one or two display panels and Jez felt it would help if we could show a map of the Walk as it was, with a new one showing the new and existing trees, the Full Guards, and the need for regular water. He offered to marry up all the available information, and Tim said perhaps children could be brought into it by showing them the display of this historic Walk, maybe at the Kettlethorpe Gala a box could be provided for contributions, or by holding a barbecue with a plea to visitors for to the cause.

4.7 Domain Addresses

Richard reported after discussion with the proprietor of F5 Computing that the domain itself would cost £100 for 24 months, with Mailbox, Windows Defender and 8 addresses at £4.65 each per month making a total of £892.80 for a 2-year contract. The actual set up would take 3 hours at £60 per hour - £180. Adoption of this system was proposed by Cllr Turner, seconded by Cllr Willis, and was fully approved by the meeting. The costs are to come into consideration when the Precept is discussed for next year.

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The suggestion was made that the September meeting would be the most appropriate time for domain addresses to be introduced, as this is when the new clerk will take up his position.

4.8. **New Parish Clerk**

Catherine offered to distribute a mini job description for this post, and mention was made of the possible need for a new Parish PC or a laptop, as the current equipment is many years old. Two Lincoln suppliers were recommended, and Jez suggested that maybe F5 Computing would be able to help with this, as well as with Microsoft 365. The Chair is to investigate.

The Chairman is to invite the new clerk to the next meeting and following a suggestion by Richard, each member could take a role to help with individual aspects of the job.

5.0 **Christmas lights** – Richard is awaiting information from a local firm about a net of tree lights, thought to cost about £200. He has also been carrying out tests to improve their duration and has so far achieved about 3 days using a choice of equipment which included in inverter, a spare set of lights, an old battery, and a solar panel.

6.0 **CORRESPONDENCE**

The list for April will be distributed to all members shortly after this meeting.

7.0 **PLANNING**

A complaint had been received about the height of a building erected near Hatchery Lane by a Newton farmer, Mr. Andrew Arden, but the application was of a type that did not allow PC involvement at the planning stages; however, local knowledge suggested that it was at the correct height of 11m to the eaves.

8.0. **FINANCE**

8.1 Bunting for street parties – Amazon £34.90

8.2 All Round - Grass cutting – two cuts, Invoice No 114 - £460 (no VAT)

8.3 Abacus Accountancy, internal audit - £36 incl VAT

8.4 Clerk expenses for 2021, including £14.95 per month for the Parish Microsoft 365 service - giving a total of £200

Each of the above items was proposed, seconded, and approved for payment by the meeting

8.5 PAYE / Salary - The clerk advised that after consideration he would not be seeking any pay increase for this year, and payment of salary and PAYE was agreed in accordance with the proposal made at an earlier meeting.

8.6 Parish Accounts – the balance held at the bank to the end of April 2022, including a refund of £567.60 from HMRC for the 2021 / 2022 VAT claim and the 2022 Precept was £20,951.38 with an expenditure of £706.75, as shown by the bank statements and the Parish Accounts sheet, which the Chairman and the clerk were then invited to sign.

9.0. **ITEMS FOR DISCUSSION**

9.1 Notice board – The doors on the Parish notice board are showing signs of wear due to weather and it was asked if it would be of benefit to move it into the protection of the bus shelter, although this could give rise to a spread of non-Parish notices on the back wall.

9.2 Bollards – Fallen and damaged bollards on the Best Kept Tree island are to be straightened and re-erected.

9.3 Kettlethorpe Sign – The Chairman had tried once again to contact the resident who had complained about this sign, but she was still unavailable. It seemed that it required brightening up, but not necessarily changing for a new one

9.4 The Chairman had spoken with one of the two applicants interested in becoming a Councillor and she was happy to remain as a reserve at the present, but he was still having difficulties in speaking with the other.

10.0 DATE OF NEXT MEETING The next meeting will take place at Kettlethorpe Village Hall at 7.00 pm on Tuesday, 7th June 2022
Meeting closed at 9.20 pm