

GOXHILL PARISH COUNCIL
MINUTES of an ORDINARY MEETING HELD via ZOOM on
THURSDAY 4 FEBRUARY 2021 at 19.30

Councillor Mike Gathercole (Chair)

Councillor F Dunkley, R Atkin, C Leaning, J Lawtey, M Stancer, J Cleghorn, T Simons, G Kirwan, S England, P Clark (Ferry Ward), D Wells (Ferry Ward), R Hannigan (Ferry Ward) Also in attendance Vicky Haines (Clerk & RFO)

2102/1 **Apologies of absence**

Apologies received from Cllr Gorbutt

2102/2 **Declarations of Interests / Dispensations**

Cllr England	- 2102/ 7	- Memorial hall grant (Personal & Prejudicial)
Cllr England	- 2102/ 22	- Chapel street tree removal (Personal & Prejudicial)
Cllr Lawtey	- 2102/ 11	- Chapel street trees (Personal)
Cllr Lawtey	- 2102/12	- Chapel street plans (Personal)

No dispensations were received

2102/3 **Minutes of the previous ordinary council meeting held on Thursday 7th January 2021**

Proposed Cllr Atkin, Seconded Cllr Dunkley

Resolved That the previously circulated minutes of the ordinary meeting of the council held on 7th January 2021 be received, approved and confirmed as a true and correct record unanimously

2102/4 **Finance**

a. Scheduled payments for February 2021

❖ Village Lengthsman	£236.00
❖ Barton Mowing (Playfield Maintenance)	£405.00
❖ Nettleton Mowing (Cemetery Maintenance)	£517.99
❖ Nettleton Mowing (Millennium Green Maintenance)	£237.00
❖ Parish rooms caretaker	£50.00
❖ SLCC – Clerk membership	£185.00
❖ Clerk wages and expenses – publication of figures covered by GDPR	

Resolved That a vote was taken for the following accounts to be paid in February 2021 and approved by majority 9 to 1. Cllr England asked his vote against the proposal be noted in the minutes

b. To receive and approve the bank reconciliations for January 2021

Resolved That a vote was taken and the bank reconciliation for January 2021 was approved by majority of 9 to 1. Cllr England asked his vote against the proposal be noted in the minutes

c. To receive and approve the Q3 budget monitoring document

Resolved That a vote was taken and the Q3 budget monitoring was approved by majority of 9 to 1. Cllr England asked his vote against the proposal be noted in the minutes

d. To receive the detailed finance report detailing the projected figures

Resolved That the report was circulated and received prior to the meeting

2102/5 **Report from Ward Councillors**

Resolved: That the council unanimously agreed to suspend the meeting to receive the ward councillors report

Dates for the NATs meeting soon to be confirmed, National Grid are conducting a survey on ongoing repairs to Horsegatefield Road and Marsh Road and the Highways Manager at NLC are in discussions with Salfina regarding traffic management at south end

- No actions received from the report

2102/6 **Neighbourhood Plan**

Resolved That no council members put themselves forward for the committee to replace the recently received councillor resignations

2102/7 **Memorial Hall**

Resolved: That communications between all parties and solicitors have been ongoing and the Memorial Hall committee accept the hall is held in trust by the parish council. The committee are in the process of changing from a charity to a CIO 'Charitable Incorporated Organisation' which prevents any of the trustees being personally liable. No lease can be signed until the CIO has been finalised and discussions soon to take place discussing lease content.

Resolved That the previously circulated report as discussed with the surveyor was received by the council prior to the meeting and was suggested a list of works is produced

2102/8 **Policy Adoption**

Resolved: That the previously circulated Grievance and Equality policies were duly adopted by the council unanimously

Resolved: That the previously circulated Asset register was duly adopted by the council majority 9 to 1. Cllr England asked his vote against the policy be noted in the minutes

2102/9 **Internal Auditor**

Resolved: That a vote was taken for Richard Dixon to carry out the councils internal 2020/2021 audit and was approved by majority 9 with 1 abstention. Cllr England ask for his abstention to be recorded in the minutes

2102/10 **Audit objection fee**

Resolved: That a vote was taken to approve the additional audit cost of £710 to be paid to PKF Littlejohn and approved by majority 7 to 3. Cllr England, Cllr Atkin and Cllr Leaning asked for their vote against the approval be recorded in the minutes.

2102/11 **Chapel Street infected trees**

Resolved: That the council unanimously agreed for the work to be carried out on the remaining infected trees on the land located off chapel street.

2102/12 **Chapel street plans**

Resolved: Cllr Lawtey confirmed he will be assisting the parishioner as a member of the public in producing the required paper work as requested by NLC in order for approval to be obtained. No plans can commence until permission has been sought from NLC. Ward Cllr Hannigan offered his assistance to progress.

2102/13 **Email**

Resolved: Advice received from ERNLLCA, that each councillor is to have a dedicated email for council business to comply with GDPR. The council unanimously agreed for an email policy to be produced and adopted whilst pricing sought to set up an email server and brought back to the next full council meeting

2102/14 **MUGA Repair**

Resolved: The council unanimously agreed not to progress the repair through Playdale due to the costing and seek a more cost effective alternative

2102/15 **Blue Plaque**

Resolved: The council unanimously agreed to erect the blue plaque memorial with a dedication ceremony once the COVID restrictions allow

2102/16 **Cemetery**

Resolved: Following from an enquiry, the council unanimously gave permission for additional engraving to be incorporated on to the back of a Memorial and upon the suggestion from Cllr England the cemetery fees to be uploaded on to the website with immediate effect

2102/17 **Spring in bloom**

Resolved: The council agreed for a local parishioner participating in the spring in bloom on behalf of the parish Council

2102/18 **General Correspondence** – None received

2102/19 **Agenda for next and future Meetings**

- Additional trees for the village
- Email policy

2102/20 **Date of next Meeting**

Thursday 4th March 2021 at 7.30pm via the Zoom Application

2102/21 Exclusion of the Public & Press to resolve the exclusion of the public and press, under powers granted by the Local Government (Public Bodies Admission to Meetings) Act, section 1(2), owing due to the confidential nature of the business be discussed

Resolved: That the council unanimously agreed to exclude the press and public

2102/22 **Chapel street tree removal**

Resolved: That the council unanimously agreed to contractor B and that works are to stipulate that the trunk is to be cut down to ground level and all brash and waste to be removed. Works to begin as soon as possible