

## Aubourn and Haddington Parish Council

**Minutes of the Parish Council Meeting held at the Clock Tower in Aubourn on Thursday 9<sup>th</sup> November 2023 held at Aubourn Hall Estate Office at 18:00**

Agenda Item		Action by
<b>Welcome</b>	Councillor Mosedale (vice chair) welcomed everyone to the meeting and opened the meeting to the public.	
<b>Public Time</b> Min. No.2023.11.01	<p>There was 1 member of the public in attendance who discussed the recent flooding issues in Haddington and sought support and advice from the Parish Council.</p> <p>Cllr Plackett-Smith advised that she has recently met with Richard Fenwick (LCC Lincolnshire County Council) and Councillor Mrs Overton (LCC) to discuss this urgent matter.</p> <p>The Parish Clerk advised that she has today received an email from LCC to advise that they are currently in the process of developing a drainage improvement scheme to begin in the New Year.</p> <p>The Parish Council will keep the residents updated with any news it receives.</p>	
<b>County/District Council Updates</b> Min.No 2023.11.02	County Councillor Marianne Overton had previously sent her apologies.	
	Formal session commenced 18:25	
<b>Present</b> Min. No. 2023.11.03	Cllr Mosedale (Vice Chair), Councillor Page, Councillor Plackett-Smith, Kerrie Vickers (Parish Clerk).	
<b>Apologies</b> Min. No. 2023.11.04	Cllr Snape	
<b>Declarations of Interest</b> Min. No. 2023.11.05	To receive Declarations of Interest In accordance with The Localism Act 2011 - None	
<b>Minutes of Previous Meeting</b> Min. No. 2023.11.06	Minutes of the Parish Council meeting held 05 September 2023 and the Extraordinary meeting held 16 October 2023. Agreed and signed.	
<b>Matters Arising</b> Min. No. 2023.11.07	None	
<b>Finance</b> Min. No. 2023.11.08	<p>The payments as per Appendix A were noted and agreed.</p> <p>The year to date budget as per Appendix B was noted.</p> <p>The quarter 2 internal audit check was noted.</p> <p>The £140.00 payment for grass cutting was agreed.</p>	Parish Clerk
<b>Clerks Report</b> Min. No. 2023.11.09		

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	<p>Bridge Road – The Parish Clerk has obtained a quote for an independent company to trace and repair the cable on Bridge Road which is affecting 3 street lights. The quote received was £2174.68.</p> <p>Cllr Plackett-Smith advised that she had forwarded the quote to Richard Fenwick at Highways and would chase a response.</p> <p>The Parish Council have the option of installing a solar powered light. Clerk to obtain quote.</p> <p>Clock Tower maintenance – The Parish Clerk has obtained a quote for the Clock Tower floor and for clearing the guttering. It was agreed that the quotes were too high, and more quotes will need to be obtained.</p> <p>The Parish Clerk updated the Councillors about recent correspondence with the insurance company and that the matter in hand had been resolved.</p>	<p>Cllr PS Parish Clerk</p> <p>Parish Clerk</p> <p>Parish Clerk/Cllr Mosedale</p>
<p><b>Asset Register</b> Min. No. 2023.11.10</p>	<p>The Parish Clerk has undertaken a thorough review of the asset register which had been previously circulated to the Parish Council. It was resolved to agree the amendments and publish the revised version.</p>	<p>Parish Clerk</p>
<p><b>Street Lighting Program of Replacements</b> Min. No. 2023.11.11</p>	<p>The Parish Clerk has obtained a quote from Eon to replace 7 old sodium lanterns with 18w LED's and to remove the light on the A46 fly over which is faulty and beyond repair.</p> <p>The quote for the above was £2730.00 + vat</p> <p>It was resolved to go ahead with the program.</p>	<p>Parish Clerk</p>
<p><b>Planning</b> Min. No. 2023.11.12</p>	<p>23/0831/HOUS 1 Bassingham Road Aubourn. Application approved. Noted</p>	
<p><b>Flooding</b> Min. No. 2023.11.13</p>	<p>The recent flooding had been discussed in the public time.</p> <p>It was agreed that the Parish Clerk would ask to be updated by LCC and Cllr Plackett-Smith to be copied into all correspondence.</p>	<p>Parish Clerk</p>
<p><b>Highways</b> Min. No. 2023.11.14</p>	<p>A discussion was held around traffic issues in the 2 villages and in particular the issue of traffic using Dovecote Lane illegally when it should only be used for access only.</p> <p>It was felt that extra or alternative signage may be a possibility and the possibility of doing a survey on Dovecote Lane was discussed.</p>	<p>All</p>
<p><b>Parish Online</b> Min. No. 2023.11.15</p>	<p>Councillor Mosedale advised that he has researched a company called Parish Online which is a digital storage and website hosting company which provides all the services and support required to enable the Parish Council to remain compliant with regulations. It was agreed to go ahead with the membership, which is currently priced at £320 per annum.</p>	<p>Parish Clerk</p>
<p><b>Procurement</b> Min. No. 2023.11.16</p>	<p>In lieu of purchasing a new poppy wreath, which is not required at this time, it was agreed to make a donation to the Royal British Legion of £50.00.</p>	<p>Parish Clerk</p>

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	<p>The Parish Council have in previous years kindly received the donation of a Christmas tree for the village green but unfortunately the donation will not be possible this year.</p> <p>It was agreed to purchase a Christmas Tree, which Cllr Mosedale agreed to organise.</p>	Cllr Mosedale
Nevile/Summers Charity	No updates.	
Individual Councillors Reports Min. No. 2023.11.17	<p>Councillor Mosedale advised that along with the Parish Clerk, he had recently met with the new conservation officer from NKDC in the Clock Tower to discuss the issues and seek advise.</p> <p>The conservation officer kindly offered to set up an introduction with Heritage Lincolnshire.</p> <p>During the meeting, the officer was asked, should the Clock Tower be in need of substantial rebuilding etc, to whom would he serve his notice. He was asked to provide a written response to this question. Parish Clerk to send over a copy of the lease and set up a meeting with Heritage Lincolnshire.</p>	Parish Clerk
<b>Date of Next Meeting</b> Min. No. 2023.11.18	3 <sup>rd</sup> January 2024	
	Meeting concluded at 19:30	

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## Appendix A

Account 1				Balance B/F from previous report	£27,500.43	
Payment type	Date of purchase/ power to spend	Date	Payee	Details	Expenditure	Income
DD	Contract	03.07.2023	E.ON. NEXT	Clock Tower Electricity	59.06	
B/P	Contract	05.07.2023	A. Bowley	Cleaning	15.00	
B/P	Contract	19.07.2023	Npower Business	Street light electricity	560.03	
B/P	18.07.2023	19.07.2023	Ms K Vickers	Reimbursement Clock Tower Assessment	193.50	
Cheque	Contract	19.07.2023	A Ogg	Grass cutting	140.00	
B/P	Salary	31.07.2023	Ms K Vickers	Salary July 2023	314.72	
DD	Contract	01.08.2023	E.ON. NEXT	Clock Tower Electricity	59.06	
B/P	09.08.2023	14.08.2023	ClIr Mosedale	Reimbursement phone box repairs	178.56	
B/P	21.08.2023	25.08.2023	K Vickers	Reimbursement. ICO payment	40.00	
B/P	Contract	25.08.2023	NKDC	Election fee's	46.40	
B/P	Contract	25.08.2023	Eon Energy	Street light replacement Royal Oak Lane	1309.20	
				Total	£2,915.53	0

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## Appendix B

<b>Account 1</b>	<b>Budget 2023/24 Income</b>		<b>Account 2 (Clock Tower)</b>		
Reserve Balance BFWD	12,604.30		Balance BFWD	3,045.50	
Precept	18,580.00			3,062.65	17.15
Other income	1,903.75			3,083.45	20.80
VAT Refund	1,400.11			3,083.45	
			<b>Balance</b>	3,083.45	
<b>Total</b>	<b>34,488.16</b>				
<b>Expenditure</b>	<b>Budget</b>	<b>Actual</b>			
Electricity Clock Tower	296.00	217.22			
Electricity Street Lighting	2,600.00	1,664.90			
Street Light Maintenance	541.00	332.40			
Street Light Repairs	5,000.00	670.00			
Subscriptions (LALC)	154.00	142.07			
Parish Clerk Salary	3,200.00	1,831.68			
Parish Clerk Agreed Expenses	240.00	120.00			
Ad Hoc Expenses	60.00	303.15			
Grass Cutting/ Church Yard Maintenance	1,575.00	560.00			
Insurance	1,043.00	1,413.48			
Lease	1.00	1.00			
Audit Fee	165.00	180.00			
Clock Tower Maintenance + Cleaning	880.00	270.47			
Bank Service Charge	80.00	36.00			
Section 137	1,050.00	0.00			
Project (ii)	315.00	0.00			
Reserves		499.99			
<b>Total Expenditure</b>		<b>8241.37</b>			
<b>Current Balance Account 1</b>	<b>24,583.04</b>				
<b>Current Balance Account 2</b>	<b>3,083.45</b>				
<b>Balance</b>	<b>27,666.49</b>				

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