

## TATHWELL AND HAUGHAM PARISH COUNCIL

Minutes of the meeting held Wednesday 15<sup>th</sup> January 2020 at St Vedast Church, Tathwell, 7:30 pm

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### Public Forum

There was one member of the public present to observe the meeting and had no issue for the parish council to discuss.

- a) **ELDC Ward Member report** – Cllr A Grist has sent his apologies and has not sent any update.
- b) **LCC Ward Member report** - none submitted and Cllr H Marfleet did not attend.
- c) **Louth Rural Neighbourhood Policing Team** – No member of the team were available.

### 20/01-1 Record of Members Present and Apologies

Present: Cllr E Hairsine (Chairman); Cllr L Fear (Vice-Chairman) and Cllr J Stainton

Also in attendance: Mrs N Must (Parish Clerk/RFO)

Absent: Cllr C Shaw

**20/01-2 To receive any Declarations of Interest on any item on the agenda** - None declared

**20/01-3 Minutes from 29<sup>th</sup> October 2019** – It was resolved that the minutes were accurate and duly signed by the Chairman.

### 20/01-4 Council Matters

- a) **Chairman's Remarks.** It was reported that the grit bins situated at Rookery Farm and Lodge Lane were damaged. Cllr Fear to take photos and send to the Clerk for reporting to LCC Highways.
- b) **Actions from Previous Meeting.** Outstanding items:
  - 1. Cancellation of **bank mandate**. The bank mandate required two councillors to visit the bank. Chairman will liaise with either Cllr Fear or Stainton.
  - 2. **Dedicated parish council email address** – Cllr Stainton had problems with access. Clerk will check and re-confirm.
  - 3. Letter confirming change of **terms and conditions of clerk's employment**. Clerk to draft.
- c) **Communications.** A list of correspondence was circulated. The Council noted and agreed on the following:
  - 1. **Re Buckingham Palace Garden Party nomination** – The Council resolved to send a nomination. The Chairman will write a short profile of the nominee and send to the Clerk for submission to LALC.

**20/01-5 Defibrillator** – The Chairman reported that the Haugham defibrillator is now fully installed. The Council noted its thanks to all residents of both Tathwell and Haugham who helped. Cllr Fear reported that it only took a matter of days from start to completion. Several residents have volunteered to be trained on how to operate the defibrillator.

**20/01-6 Flooding** – It was noted that there was flooding near to the terraced houses at Haugham just before Christmas and a resident had difficulty coming out of their property. LCC Highways were called and fixed the problem.

**20/01-7 Litter Pick** – The litter pick organised last March was a huge success. Residents filled 20 bags of rubbish. It was resolved to do another litter pick in March, either the 14<sup>th</sup> or 21<sup>st</sup>

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depending on when ELDC can provide more bags and litter pickers. The Chairman will liaise with residents.

### 20/01-8 Finance and Budgets

#### a) Payments approved

- i. Reimbursement to Cllr Fear in relation to
    - 1) First aid box for Haugham defibrillator - £478.80
    - 2) Electrical works for Haugham defibrillator installation - £204.07Total £682.87
  - ii. Parish Clerk – £47.00 for salary underpayment and expenses
  - iii. Churchyard donation for both Tathwell and Haugham churches - £300.00
  - iv. There were no invoices paid since last meeting.
- b) **Precept Form** – The tax base reduction was noted but ELDC did not provide the specific reason for the change. The precept form was signed by the Chairman as agreed at the budget meeting last October. The Clerk to submit to ELDC before the deadline of 20<sup>th</sup> January 2020.
- c) **Payroll administration** – The Council agreed to administer the payroll in-house starting in April 2020 and will give notice to current provider of terminating the contract at the end of this financial year. This will save the parish council money and the Clerk will need to register with HMRC to access PAYE software.
- d) **Citizens Advice East Lindsey** – The request for funding was noted. The Council is not able to provide a donation on this occasion.

### 20/01-9 Planning Matters

- a) The list of planning applications was noted. Only two applications were still being considered, both had works already completed. It was also noted that parish council observations did not seem to make any difference on ELDC making their decisions.

**20/01-10 Date of Next Meeting - The Council** agreed to the schedule of meetings for Financial Year 2020/21 as detailed below.

It was agreed that at the next Annual Parish Meeting, food and drink will be made available to attract more residents to come. It will be a good opportunity for residents to meet the Councillors and hear about how the parish council work and to find more volunteers.

Day	Date	Time	
Wednesday	6th May 2020	6:00 PM	Annual Parish Meeting and Annual Meeting of the Parish Council
Wednesday	19th August 2020	7:30 PM	Ordinary Parish Council Meeting
Wednesday	4th November 2020	7:30 PM	Budget Setting - Ordinary Parish Council Meeting
Wednesday	3rd February 2021	7:30 PM	Ordinary Parish Council Meeting

The meeting closed at 20:45 pm.