

19/5-1 Election of Chairman and signing of Declaration of Acceptance of Office.

Cllr Mrs Elizabeth Hairsine was proposed and seconded for the appointment. There being no other nominations, it was RESOLVED to appoint Cllr Mrs Elizabeth Hairsine as Chairman and she duly signed the Declaration of Acceptance of Office.

19/5-2 Election of Vice-Chairman and signing of Declaration of Acceptance of Office.

Cllr Mr Lou Fear was proposed and seconded for the appointment. There being no other nominations, it was RESOLVED to appoint Cllr Mr Lou Fear to be the Vice-Chairman and he duly signed the Declaration of Acceptance of Office.

19/5-3 Record of Members Present and Apologies.

All Members present. Cllr Mrs Elizabeth Hairsine (Chairman), Cllr Mr Lou Fear (Vice-Chairman), Cllr Mrs Cheryl Shaw, Cllr Mr John Stainton and Mrs Nadine Must (Clerk). Mr Russell Howard (RFO) sent his apologies.

19/5-4 To receive any Declarations of Interest on any item on the agenda.

None declared. All Councillors also confirmed that there were no changes on their previously submitted declarations of pecuniary interests. The Parish Clerk will send that note to the Monitoring Officer at ELDC.

19/5-5 Minutes from 6th November 2018. It was RESOLVED that the minutes of the meeting was an accurate record and duly signed by the Chair. Clerk to upload on website.

19/05-6 Schedule of parish council meetings for 2019/2020. A revised schedule was AGREED. Clerk to upload on website.

19/5-7 Council Matters

a) Chairman's Remarks. There were no other updates from the Chairman apart from those reported at the Annual Parish Meeting.

b) Trustees Report for The Wightman Corner Trust. It was reported that the grass had been cut by an unnamed resident which the Council was grateful for and would continue to appreciate.

c) Responsible Financial Officer (RFO). The Chairman reported that Mr Russell Howard the RFO had sent his resignation effective at midnight 14th May 2019 due to personal reasons. The Council was unanimous in their vote of thanks to Mr Howard for all his Parish Council work and support throughout the years. The Chairman will send a thank you card on behalf of the Council. The Council resolved to ask the Clerk to take on the RFO responsibility which was accepted.

19/5-8 Finance and Budgets

- a) **Statement of accounts for Financial year 2018/19** – The Council noted the income and expenditure account.
- b) **2018-2019 Annual Audit of Accounts.** The Council finances were below £25,000 and was exempt from a limited assurance review. However, the Council is required to complete and approve a **Certificate of Exemption** which the Council duly agreed and approved, signed by the Chairman and RFO.
- c) **2018-2019 Annual Audit of Accounts.** The Council APPROVED the **Annual Governance Statement 2018/19** and was duly signed by the Chairman and the Clerk.
- d) **2018-2019 Annual Audit of Accounts.** The Council APPROVED the **Accounting Statements for 2018/19**, certified by the RFO and confirmed by the Chairman.
- e) **Payments.** It was RESOLVED to accept and pay the following for May 2019
 - i. LALC 2019/20 Annual Subscription - £72.12
 - ii. Parish Clerk expenses - £39.60
- f) The Council RESOLVED not to subscribe to the LALC Annual Training Scheme for 2019/20. However, the Parish Council will endorse any training that are of interest to any Councillor or Clerk.
- g) **Insurance.** The three quotations were discussed, and the Council asked the Clerk to contact the current provider for an updated quote which considers other physical resources that have been added to the asset register but where not included in the quote. This will provide a like for like comparison for the Council to make an informed decision.

19/5-9 Planning Matters.

- a) **N/174/00638/19** Orgarth Hill Farm, Orgarth Hill, Tathwell, Louth, LN11 9SU. The application was discussed and the Council RESOLVED not to make any observations.
- b) **N/081/00745/19** Corner House, Tathwell Road, Haugham. ELDC had not uploaded any documents on the website and Clerk has not received any papers. It was therefore resolved to discuss this matter until the documents are available. The Clerk will update the Council and the application would be discussed through electronic means.

19/5-10 Agenda items for next meeting. No specific items raised. The next ordinary meeting is on Tuesday, 3rd September 2019, 7:30 pm at St Vedast Church, Tathwell.

The meeting closed at 9:10 pm.