

**MINUTES OF OLD SOMERBY ANNUAL PARISH COUNCIL MEETING
HELD MONDAY 15 MAY 2023 7pm AT THE FOX AND HOUNDS OLD SOMERBY DRAFT**

PRESENT: Cllrs: Vicky Lowndes (Chairman) Nigel Percy, Veronica Stephens, Peter Burrows, Betty North and Parish Clerk David Holmes.

Also present Cllr Charlotte Vernon and 3 members of the public.

1. ELECTION OF CHAIRMAN and signing of Declaration of Acceptance of Office: Proposed Cllr Stephens, Seconded Cllr Burrows that Cllr Lowndes be elected as Chairman. There were no other nominations. Proposal carried with 4 votes in favour - Cllr Lowndes abstaining. Cllr Lowndes thanked her colleagues and signed the Declaration of Acceptance of Office.

2. ELECTION OF VICE-CHAIRMAN: Proposed Cllr Stephens, Seconded Cllr North that Cllr Percy be elected as Vice-Chairman. There were no other nominations. Proposal carried with 4 votes in favour – Cllr Percy abstaining. Cllr Percy thanked his colleagues for their support.

3. Signing of Declarations of Acceptance of Office by all Councillors: All Councillors signed the Declarations. **ACTION: The Clerk.** Each Councillor also completed Declarations pursuant re Relevant Authorities (Disposable Pecuniary Interests) Regulations, 2012: **Action the Clerk.**

4. The Meeting was suspended by agreement to allow the Public Forum to take place proceeded with the Chairman’s Remarks. No-one wished to address the meeting.

5. APOLOGIES: None.

6. DECLARATIONS OF PECUNIARY INTERESTS OR APPLICATIONS FOR DISPENSATIONS:None

7. REVIEW OF OTHER APPOINTMENTS and of existing policies, procedures etc:

a) Lead Councillor Finance – Cllr Burrows confirmed in post, b) Internal Auditor – Nick Craft had agreed to continue in post which was approved; c) Bank signatories – agreed the current 3 Councillors who act as Bank Signatories be continued.

b) All current Policies and Procedures were confirmed. **ACTION: The Clerk.**

8. APPROVAL OF MINUTES: i)The draft minutes of 21 March. 2023 – Approval proposed by Cllr Burrows and Seconded by Cllr Percy – carried unanimously. The Chairman signed the original copy. **ACTION: The clerk** to publish.

9. CLERK AND COUNCILLORS’ ACTIONS AND UPDATES/LATEST:

a) **Possible 2nd Defibrillator** for Old Somerby village. The Clerk reported the likely cost of on-going maintenance etc. It is possible a grant could be obtained towards the purchase of a defibrillator. It was consider that the current defibrillator situate at the Fox and Hounds seems sufficient for the time being. There seems no real strong opinion from residents for a second one at this time. The issue could be mentioned in the next edition of the Parish Newsletter. **Decision:** to be reviewed.

b) Local Coronation events. As recorded in the previous minutes, residents had been encouraged to join in with the Ropsley Parish events.

10. Councillor Charlotte Vernon presented her verbal report:

a) Cold Harbour traffic etc issues: The Clerk had previously requested her assistance in arranging a site visit to review safety issues on entering the Hamlet from the A52 with a lack of appropriate signing and potholes requiring repair. Cllr Vernon had made contact with LCC Officers and would be in touch as soon as there were any developments.

b) On-Line workshop regarding keeping Children safe on-line: The event was scheduled for 14 June 2023 and Cllr Vernon will send the clerk the link. Cllr Vernon was thanked for her report.

11. Councillor Trotter had given her apologies.

12. FINANCE: A: 1) The Clerk reported that both the Internal Auditor and the Lead Councillor Finance had very recently checked the accounts again. Cllr Burrows produced a copy of the latest Finance Update showing income/expenditure to date for this financial year & the Bank Reconciliation. Update was accepted and to be published. **ACTION: Clerk.**

2) The Grass Contractor had submitted his updated price for the current year. The increase per cut had risen by £5 bringing the total to £900. That matched the amount in the Budget. **AGREED** unanimously to renew the Contract at that price. **ACTION: The Clerk.**

B) Annual Audit 2022/2023: i) The Clerk produced copies of the Internal Auditor's Report for each Councillor. The Internal Auditor had signed off the required Annual Internal Audit Report on the 4 May 2023 having confirmed each of the 14 required Objectives.

DECISION: The Internal Auditor's Annual Report was accepted unanimously.

2) The Chairman then signed off the Certificate of Exemption which is required by the External Auditors (PKF Littlejohn) for all Smaller Authorities such as this Parish Council.

3) Section 1 Annual Governance Statement 2022/2023 was then considered. The Clerk provided each councillor with a blank copy. Each of the 9 boxes were considered and in each case the Councillors affirmed compliance. Signed by the Chairman and the Clerk.

4) Section 2 – Accounting Statement 2022/2023 was then considered showing the balances. After consideration it was signed by the Chairman having been previously signed as correct by the Clerk on 4 May 2023. Reference was also made to the required Bank Reconciliation and the Explanation of Variances pro formas.

All of the above forms to be published as is required shortly on Notice Boards and the PC website to be available for inspection by the public.

13. CORRESPONDENCE ETC: A) The Clerk referred to a Musical Concert to be organised by the Old Somerby Parochial Church Council on Monday 28 August 2023.

B) The Clerk had had a report from a resident that several lights at the Roundabout were not working. He had reported the issue to the LCC and it was now in hand.

C) The Clerk referred to a very recent Planning Application relating to the amendment of the design of the approved viaduct to a seven-span bridge towards the A1. **Noted.**

D) Approval was given to the Clerk attending the Annual LALC Conference on 19 July 2023 with the consequent travel and cost.

14. REPORT FROM THE POLICE: The next Report would be published in due course.

15. DATE AND TIME OF NEXT MEETING: This was fixed for **Monday 7 August, 2023 at 7pm.** The Meeting closed at 20.03 hrs.

