

Croft Parish Council

Minutes of the full Council Meeting held at Croft Village Hall on **Monday 4th November 2024**, commencing at 7pm. These are notes of the meeting until approved by the Council as a true record.

Present:

Cllrs A Coxall (Chair), C Drury (Vice-Chair) G Bowser, N Cooper and S Nutman.

Clerk - J Sargent.

Public Forum

There were two members of the public in attendance.

To receive a report from District Councillor C Drury

No report provided. Cllr Drury was recently elected as Croft's new District Councillor.

To receive a report from County Councillor S Nutman

No report provided.

No questions were put to the Parish Council, District or County Councillors. It was **resolved unanimously** to move into formal session.

33. Welcome from the Chair of the Council.

The Chair welcomed all present, thanking them for their attendance.

34. Apologies

It was **resolved unanimously** to accept apologies from Cllr S Gould.

35. Declarations of Interest

None received.

36. To confirm the minutes of the Council meeting held on Tuesday 1st July 2024.

With further matters arising, it was **resolved unanimously** to accept the minutes as a true and accurate record of the meeting.

37. To approve the list of accounts submitted for consideration.

- a. July Income and Expenditure**
- b. August Income and Expenditure**
- c. September Income and Expenditure**

With no matters arising, it was **resolved unanimously** to accept the list of accounts. The Accounts Report to be included as an attachment with these minutes.

d. October Income and Expenditure

The report for October had not been prepared in time for the meeting and was deferred to the next meeting.

38. To receive updated bank reconciliation for:

- a. July
- b. August
- c. September

The Clerk provided the bank reconciliation for information purposes only., to keep Councillors up to date with the financial status. The Bank Reconciliation Report to be included as an attachment with these minutes.

d. October

The report for October had not been prepared in time for the meeting and was deferred to the next meeting.

39. To receive a budget review for the second quarter of the financial year.

The Clerk provided a budget review for the second quarter of the financial year, to keep Councillors up to date with the Council's financial status. No questions were raised. The Budget Review Report to be included as an attachment with these minutes.

40. To receive notification of any planning permissions, refusals, or amendments.

a. S/039/00496/24 | Donkey Pastures Middlemarsh Road, Croft

The decision notice was circulated via email with Councillors prior to the meeting. No comments were raised.

41. To receive a report from:

a. The Clerk

The Clerk advised that activity had been very quiet due not having a meeting for a while but had been working on the completing the mid-year internal audit, reviewing the information to be able to apply for the Local Council Award Scheme and completing the CiLCA qualification.

b. The Chair

Cllr Coxall also reported reduced activity as there was no meeting in September.

42. To receive a report on the Village Hall.

Cllr Coxall reported accepting a new regular booking from November with a spiritual mediation group for 3 hours a week and there have been plenty of one-off bookings. The local Young Farmers wanted to hire the hall; however, it was on the same night as the meditation group and was therefore unable to accommodate them.

Cllr Coxall also reported on some damage to the wall in the gents' toilets and to the eaves of the building. A builder has been out to assess the damage, but others have not been interested. Cllr Cllr Coxall spoke of the difficulties in getting a builder to come to look as it seemed like a small job.

With the one quote received so far, the repair to the wall was priced at £2,760.00 and the repair to the eaves at £450.00. Cllr Bowser advised getting another quote. Cllr Drury offered to contact some builders. Cllr Cooper thought the hall was generally in good repair and noted the importance of keeping the building in a fit state.

43. To receive an update on the 2023-24 internal audit report.

The Clerk provided a report on the completed works as recommended by the internal auditor at the 2023-24 end of year internal audit. The report to be made available to the internal auditor at the mid-year audit and included as an attachment to these minutes.

44. To consider a bus shelter on Church Lane, Croft.

The Clerk advised that this was an idea tabled by the previous Council and had not been carried forward. The Clerk sought clarification as to whether the Council would like to progress the idea. Cllr Bowser asked if a request had been made by the public to install a bus shelter. The Clerk confirmed that no request had been made.

Cllr Coxall suggested looking into grants and conducting a survey to see if there was a need for a shelter as there was only a school bus that came through the village and no bus service. No resolution was made.

45. To consider flashing radar speed signs on Church Lane, Croft.

The Clerk advised that a speed sign is approximately £3,000.00 and £300.00 per post. The location of signs would require approval from the Lincolnshire Road Safety Partnership. Cllr Coxall suggested having the posts at either end of Church Lane, which is the main area of speeding. Cllr Drury suggested that Croft Lane could also be a location for a sign. The Clerk to speak with the Lincolnshire Road Safety Partnership to find suitable locations.

Cllr Drury requested some more speed calming signs which would be a cheaper option. The Clerk to look into.

46. To consider the installation of an electronic information noticeboard.

The Clerk mentioned that it was previously discussed at a Council meeting that Western Power were looking to move the entrance of the play area to install an electric box. In compensation for this, they would meet the costs, and it was suggested that the Parish Council also request a new notice board. The Clerk suggested installing an electronic notice board, one that can be updated wirelessly. Cllr Coxall suggested looking at viable options and reporting on costs. The Clerk to research.

47. To consider the installation of a bench in memory of Sid Dennis.

Cllr Coxall suggested that it would be a good idea to install a bench in memory of the late Councillor Sid Dennis in the park. Councillors spoke about the different materials available, such as wooden benches, galvanised steel and recycled plastic benches.

Cllr Drury to research the price of steel benches. Cllr Nutman suggested that recycled plastic benches would be more comfortable. Cllr Coxall suggested looking at both options and confirming a location.

48. To consider policies:

- a. Co-option Policy and Procedure
- b. Disciplinary Policy
- c. Grievance Policy
- d. Publication Scheme
- e. Risk Management Scheme

The Clerk circulated the policies for review via email prior to the meeting. No comments were made. The Clerk advised that all policies were adapted to Croft from LALC templates and are to be reviewed for updates bi-annually. It was **resolved unanimously** to adopt all policies tabled for consideration.

49. Staffing Committee:

f. To appoint members to a Staffing Committee.

Cllrs Drury and Cooper volunteered to sit on the Staffing Committee. It was **resolved unanimously** Cllrs Drury and Cooper to the Staffing Committee. The Clerk to email the terms of reference to the Councillors. When more Councillors have been co-opted on to the Council, an additional member to be appointed to the committee.

50. Grievance Committee:

g. To appoint members to a Grievance Committee

Cllrs Bowser and Nutman volunteered to sit on the Grievance Committee. It was **resolved unanimously** Cllrs Bowser and Nutman to the Grievance Committee. The Clerk to email the terms of reference to the Councillors. When more Councillors have been co-opted on to the Council, an additional member to be appointed to the committee.

The Chair of the Council closed the meeting at 8:05pm.

Signed.....

Chair of the Council - Cllr Coxall

Signed.....

Clerk to the Council and RFO - Jack Sargent

3rd February 2025