



STUBTON PARISH COUNCIL

Dear Councillor

You are hereby summoned to attend a Meeting of Stubton Parish Council on Thursday 23rd February 2023 at 7:30pm in the Village Hall. The business items to be discussed are detailed below.

There will be a 15 minute open discussion to which residents are invited to attend, ask questions or make short statements to the Council. This does not form part of the formal proceedings, but informs the agenda for the next meeting.

Signed: Zoe North

Clerk to the Council

Date: 15 Feb 2023

AGENDA

Council Members:

Geoffrey Dorrity [*Chair*]

Jennifer Taylor [*Vice Chair*]

Teri England [*Councillor*]

Zoe J North [*Councillor and Acting Clerk*]

Welcome

[Statement from the chair]

Open Forum

*Parishioners are invited to raise issues during a 15-minute conversation period with the Parish Council. Please note that decisions on issues raised during this period may not be made but we will endeavour to table them for addressing at a future meeting. **[This does not form part of the formal Parish Council Meeting]***



Update from Local Councillors

UPDATE ON LINCOLNSHIRE COUNTY COUNCIL
[Cllr Alex Maughan]

UPDATE ON SOUTH KESTEVEN DISTRICT COUNCIL
[Councillor Penny Milnes]

Opening of Formal Parish Council Meeting (Chairperson's Remarks)

Agenda

1.0 Apologies for Absence

2.0 Conflicts

2.1 Disclosures of Interest

3.0 Minutes of Last Meetings

Motion : To adopt the draft minutes as a true record of the previous meetings of 18th January 2023 and 7th December 2022

4.0 Clerk's report on any matters outstanding

5.0 Co-option of new councillor

6.0 Adoption of policies

Motion: To adopt the following policies backdated to 07/12/22

a)Financial Regulations

b)Asset Register and Maintenance Plan

c)Complaints Procedure

d)GDPR policy

e)GDPR compliance checklist

f)FOI policy

g)Publication Scheme

h)Privacy Policy

i)Recording and Filming Meetings Policy

j)Councillor Co-option Policy

k)Dignity at Work Policy

l)Communication Policy

m)Code of Conduct for Meetings policy

n)Vexatious Complaints Policy



Finances

7.0 Finance

7.1 Finance Report

7.2 Budget for 23/24

7.3 Confirmation regarding Precept

8.0 Use of Parish Magazine – to agree the councils response to charging proposal

9.0 Website update and joining LALC for 23/24

Motion: To renew membership of LALC for 23/24

Business Items

10.0 Assets Register

10.1 Condition of Assets Report

10.2 Maintenance Plan

Motion: To accept the condition report and maintenance budget for 23/24

11.0 Complaints and Compliments

To note complaints and compliments received since 07/12/22

12.0 Planning Applications.

[None of relevance submitted during creation of the agenda]

13.0 Correspondence

To note general correspondence as per attached list

Parish Council Updates

14.0 CATTS *[The chair will take comments from public]*

Motion: To accept report from CATTS and future direction

12.0 Flags *[The chair will take comments from public]*

Motion: To agree and accept new flag flying calendar

13.0 Village Spring Clean – update on progress

14.0 Coronation Events – update on progress of joint planning committee and agree response to any proposals

15.0 Best Kept Village 2023/4 Working Party

Motion: to progress the establishment of a working group for BKV



16.0 1:1 Visits to elderly, infirm and housebound in a safe environment

Motion: To offer updates those residents on the business of the council through accompanied visits

17.0 May Local Elections – information from the Local and National Associations of Local Councils

18.0 AOB

19.0 Date and Time of Next Meeting

Correspondence

- Letter from Clare Mills Club Secretary Trent Valley Car Club enclosing their 2023 Environmental Policy and assessment of 2022, with complimentary VIP pass for members of the council
- Email from Jane Ford with charging proposals for Parish Magazine (on agenda for discussion)
- Lincolnshire Association of Local Councils Newsletter items
 - Training Programme
 - Membership Renewal notice (on agenda for discussion)
 - Coronation events
 - Website maintenance fees
 - Election Briefings
 - Purdah: A short guide to publicity during the pre- election period
 - Local Council Elections 2023 Publicity. (on agenda for information)
 - Clarification from NALC on when a new council takes office (on agenda for information)
 - South Kesteven Prosperity Fund (Cllr Penny Milnes)

These are the official council documents, resolved and accepted by the members of the parish council.