Little Downham Parish Council

Ms K Palmer
Clerk to the Council

Cllr Dale Parson
Chairman

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**Minutes of the Meeting of Little Downham Parish Council held on Thursday 5th January 2023 at 19:30 in Pymoor Social Club**

**Present**: Councillors
D Parson (Chair)
M. Taylor A. Butcher
P. Spofforth R. Maxey (Vice Chair)
G. Taylor J. Barker
O. Winters

**In attendance:** Kate Palmer (Clerk to the Council)

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| 1 | 001/23 | **To receive and accept Apologies for Absence:** (LGA 1972 s85 (1)) **RESOLVED** to accept the apologies from Cllr Hills, Martin, and Waters. |
| 2 | 002/23 | **To record any declarations of interest:** Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations) **NONE** |
| 3 | 003/23 | **Minutes of previous Meetings** LGA 1972, sch 12, para 41 - To approve the Minutes of the meeting held on 24th November 2022. Cllrs Winters & Maxey abstained as they weren't present. **RESOLVED** to accept the Minutes of the Meeting |
| 4 | 004/23 | **Public Participation –** *To adjourn the meeting to hear from residents present to a maximum of 10 minutes and Councillors that have declared prejudicial interests, to address the meeting in relation to items on this agenda. Subsequently, the meeting may be interrupted at the Chairman's discretion for public comments relating to a specific item.*<br><br>Cllr Winters stated he wanted to speak but was advised that as he is a Councillor, he could not use the public time to speak on any matters relating to the Agenda..<br><br>Cllr Anna Bailey was in attendance and gave her report for January. Several Cllrs asked questions of Cllr Bailey on various matters relating to the precept, drainage board and the potential registration of the Droves by CCC. |
| 5 | 005/23 | **Finance:**<br>i) To approve the monthly payment schedule as presented. *A list will be sent nearer the meeting to ensure as many payments as possible are included to avoid delays.* **RESOLVED** that the Clerk would share the schedule after the meeting for approval.<br>ii) To approve the 2021/22 accounts as presented. **RESOLVED** to accept the accounts for 2021/22 as presented by the Clerk. All Members were in favour except Cllr Winters who was against accepting the accounts for reasons not relating to the item or motion.<br>iii) To approve the Annual Governance and Accountability Return for year ending 31st March 2022.<br>iv) **RESOLVED** to approve the Annual Governance Statement for 2021/22. **RESOLVED** to approve the Accounting Statement for 2021/22.<br>v) **RESOLVED** to confirm dates for the Notice of Public Rights and |

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| | | Publication of the Unaudited Accounts.<br>vi) **RESOLVED** to appoint LGS Services as the new Internal Auditor with immediate effect. RESOLVED, all in favour.<br>vii) To discuss and agree the budget for 2023/24 – **RESOLVED** to accept the budget as debated and agreed by all present.<br>viii) To agree the precept figure for 2023/24 – **RESOLVED** to keep the precept the same for 2023/24, being £90,470.00.<br>ix) To consider and approve appointing a new Payroll Contractor. **RESOLVED** to appoint DM Payroll Services with immediate effect due to being more cost effective and works within the sector. |
| 6 | 006/23 | **Clerks Report** To consider the report and respond to any requests for comments. The Clerk's Report was noted. |
| 7 | 007/23 | **Planning Applications/Decisions/Appeals:** To consider and comment on new applications, amendments or appeals received. To note any decisions made or discuss any notice of pre-application stage proposals. **List attached with comments from Council.** |
| 8 | 008/23 | **Parish Council Land and Assets:**<br>i) To update members on the recent leak at the sports pavilion and subsequent insurance claim. The Clerk updated Council on current progress with the insurance claim. |
| 9 | 009/23 | **Parish Matters**<br>i) To discuss and agree to undertake clearance works on Race Drove as per email, attached. **RESOLVED** not to undertake the work requested as it was not PC responsibility. |
| 10 | 010/23 | **Matters to Share or Inform the Next Meeting** Verbal only, no decisions can be made.<br>LDVH PC representative is required.<br>Ouse washes<br>Letter to IDB ref: flooding |
| 11 | 011/23 | **Close of Meeting for Confidential Items –** To consider in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be transacted under item 011/23, it is advisable in the public interest that the public and press be temporarily excluded from this meeting.<br>i) To approve the appointment of the new Book Café Manager as per the recommendation of the interviewing panel, subject to suitable reference and DBS checks. **RESOLVED** to appoint Julia Rees as the Book Café Manager.<br>ii) To approve transferring the Handyman onto a permanent contract. **RESOLVED** to transfer the handyman from a fixed term contract to a permanent contract.<br>iii) To consider a request from the Clerk for additional training – deferred to next meeting. |
| 12 | 012/23 | **To confirm the date of the next Meeting**<br>Full Council – 2nd February 2023 – Pymoor Social Club, Pymoor.<br>**Please see the website for meeting location details www.littledownham.net**<br>**Press and Public Welcome** |
| 13 | 013/23 | **Close of Meeting –** Meeting closed at 22:20 |