

**Minutes of the Brookenby Parish Council held at 7.00 pm
at the Virtual Video Meeting on 2 March 2021**

Present: Cllr Fraser (Chair), Cllr Turnbull, Cllr Purdy, Cllr Matthews, Cllr Coulam, C. Thomas (Clerk),
C. Thomas (Clerk),

In Attendance:

Members of public present: 7

1 Public Session - 15 minutes - Ref: 2314

A resident raised concerns regarding a recent planning decision particularly with regards to the widening and/or resurfacing of roads. The Clerk would contact West Lindsey District Council.

A resident raised concerns regarding grass cutting. The Clerk suggested the resident made contact with him to have a conversation whereby a plan could be put together if necessary brought back to a future meeting.

2 To receive apologies and reasons for absence - Ref: 2315

Cllr Cordwell and Cllr Swinn both for personal reasons.

3 To receive declarations of interest under the Localism Act 2011 - being any pecuniary or non-pecuniary interest in agenda items not previously on members Register of Interests. - Ref: 2316

Cllr Coulam in respect of item 6(a) and 6(b)

4 To approve the minutes of the Council Meeting held on 05/01/21 - Ref: 2317

It was resolved to approve two sets of minutes (open and closed) as a true record.

Proposed: Cllr Purdy Seconder: Cllr Matthews All in favour

5 To approve the minutes of the Extraordinary Council Meeting held on 19/01/21 - Ref: 2318

It was resolved to approve the minutes as a true record.

Proposed: Cllr Turnbull Seconder: Cllr Matthews All in favour

6 Finance Report - Ref: 2319

a) To approve the financial report ending 28/02/21 - Ref: 2320

The clerk had previously circulated the accounting statements for the period ending 28/02/21.

Proposed: Cllr Turnbull Seconder: Cllr Fraser For: 1 Against: 0 Abstain: 1 Carried

b) To approve the Schedule of Payments - Ref: 2321

It was resolved to approve the schedule of payments totalling £2361.39

Proposed: Cllr Turnbull Seconder: Cllr Purdy For: 1 Against: 0 Abstain: 1 Carried

7 To receive any reports from external organisations - Ref: 2322

a) Lincolnshire Police - Ref: 2323

No reports were available

b) Unitary authority ward councillors - Ref: 2324

No reports were available although Cllr Regis had communicated with the Clerk to assist as and where required.

8 Parish Matters - Ref: 2325

a) Appointment of Internal Auditor - Ref: 2326

It was resolved to appoint Andy Hopkins as the internal auditor for the financial year 2020/21.

Proposed: Cllr Coulam Seconder: Cllr Matthews All in favour

b) Community Centre Roof & Heating - Ref: 2327

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The Clerk had circulated a report following advice sought from roofers and plumbers. The condensation problems were being caused by no insulation to the concrete roof which would cost circa £30,000+ to resolve. The plumber suggested a short term solution at an estimate of £2-3000. Further discussions with different options would be discussed with the plumber to be brought to the next meeting. It was resolved to instruct contractors to repair the roof at a cost of no more than £700.

Proposed: Cllr Coulam Seconder: Cllr Matthews All in favour

c) Repairs to communal entrance to shop/flat above - Ref: 2328

The Clerk had circulated a report on the request of a property manager whereby the Council are joint owners. The property manager attended and spoke at the meeting. It was agreed to arrange a meeting with the property manager on site before any decisions are made.

d) Review tracking report - Ref: 2329

2078 - Policy Review: Financial regulations

It was resolved to adopt this policy
Proposer: Cllr Coulam Seconder: Cllr Purdy All in favour

8055 - Telephone Box Consultation

Nothing had been heard back.

14057 - Re-Furbishment to Shop/Flat Above

This has been dealt with under item 8(c)

14076 - Community Centre Review

There was no further updates available

14131 - Policy Review: Community Engagement - Statement of Intent

It was resolved to adopt this policy
Proposer: Cllr Turnbull Seconder: Cllr Coulam All in favour

14142 - Policy Review: Internal Control System

It was resolved to adopt this policy
Proposer: Cllr Coulam Seconder: Cllr Turnbull All in favour

14146 - Policy Review: Risk Management / Register Review

It was resolved to adopt this policy
Proposer: Cllr Coulam Seconder: Cllr Purdy All in favour

14148 - Policy Review: Social Media Policy

It was resolved to adopt this policy
Proposer: Cllr Turnbull Seconder: Cllr Coulam All in favour

9 Clerk's Report - Correspondence Received - Ref: 2330

None received

10 Planning Applications - Ref: 2332

None received

11 Next meeting will be Tuesday 04/05/21 at 7 pm - Ref: 2334

Items for the agenda by 27/04/21

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Meeting closed at 8.15 pm

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