

Minutes of the Brookenby Parish Council Meeting held at 7.00 pm

at the Community Centre, Kent Road, Brookenby on 5th March 2024

Present: Cllr B. Preece (Chair), Cllr S. Turnbull, Cllr N Tracey, Cllr S. Sumnall, Cllr L Fraser, Cllr S. Coulam (acting as Clerk for the meeting)

In Attendance: Cllr T. Smith (LCC and WLDC)

Members of public present: 5

Ref 2842 Public Session – 15 Minutes

Nil relevant.

Ref 2843 To receive apologies for absence

Parish Clerk on Annual Leave. No other apologies received in time to be received by the meeting

Ref 2844 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

Cllr Turnbull declared an interest in the Bar

Ref 2845 To receive any reports from external organisations to include Ward Councillor

Cllr T. Smith (LCC and WLDC) reported that a meeting had been held regarding the building site in York Road and the drains will be monitored

Cllr Smith further reported that he had chased the 30mph signs on Swinhope Road which would be installed shortly, activating the new speed restriction. Kirmond Le Mire road repairs are due 2024/25

Ref 2846 To approve the minutes of the Council Meeting held on 6th February 2024

It was resolved to approve these as a true record. Proposed Cllr S Turnbull, Seconded Cllr S Sumnall. All in favour

Finance Report

Ref 2847 To approve payment of Schedule of Payments

Resolved to approve Schedule totalling £1,141.87 Proposed: Cllr L Fraser, Seconded Cllr S Sumnall. All in favour.

Other Finance issues

Ref 2848 Bank Reconciliation

The Bank Reconciliation of £34,336.62 in the Unity Trust Bank Account with a Cash Book total of £34,439.95 was accepted. Proposed Cllr S Turnbull, Seconded Cllr S Sumnall. All in favour

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Ref 2849 Financial Reserves

The Council resolved to re-establish the following reserves:
£12000 to be a Playpark Reserve
£7000 to be a Community Centre repair and maintenance reserve.
Proposed Cllr S Turnbull, Seconded: Cllr L Fraser. All in favour

Ref 2850 Budget Amendment

The amounts allocated to each budget heading of the 2023/24 budget were to be revised to reflect expenditure.
Proposed Cllr N Tracey, Seconded Cllr B Preece

Ref 2851 To discuss Brookenby Allotments and resolve on any action to be taken

The Council requested clarity on the documents provided to the Group. To be included on Agenda of April meeting.

Ref 2852 To discuss Children's playground issues and resolve on any action to be taken

Cllr Preece informed the meeting that he was waiting to hear from WLDC. The lottery bid was nearly complete

Ref 2853. To discuss the Council's Risk Management Policy and Register and resolve on any action to be taken. It was resolved to adopt the revised policy. Proposed Cllr S Turnbull, Seconded: Cllr N Tracey. All in favour.

Ref 2854 To discuss the Council's Internal Control System document and resolve on any action to be taken.. It was resolved to adopt the revised policy. Proposed Cllr S Sumnall, Seconded: Cllr L Fraser. All in favour.

Ref 2855 To discuss the Council's Community Engagement- Statement of Intent and resolve on any action to be taken. It was resolved to dispense with the policy. Proposed Cllr S Turnbull, Seconded: Cllr S Sumnall. All in favour.

Ref 2856 To discuss the Council's Members' Code of Conduct and resolve on any action to be taken. It was resolved to re- adopt the policy. Proposed Cllr L Fraser, Seconded: Cllr S Turnbull. All in favour.

Ref 2857 To discuss the Council's Financial regulations and resolve on any action to be taken. It was resolved to adopt the revised policy. Proposed Cllr L Fraser, Seconded: Cllr S Sumnall. All in favour.

Ref 2858 To discuss the Council's Discipline regulations and resolve on any action to be taken. It was resolved to reconsider further amendments at a future meeting. Proposed, Cllr B Preece. Seconded: Cllr L Fraser. All in favour

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Ref 2859. To discuss Wolds Community Activity Group proposals for outside activity and resolve on any action to be taken.

The proposed lease was being amended and the council agreed, in principle, meeting lease registration and insurance fees dependent on cost. Table Tennis would need DBS check prior to happening. The Council would provide a free session of football, Proposed Cllr L Fraser, Seconded Cllr S Sumnall. All in favour

Clerk's Report

a) Community Centre

Ref 2860 (i) Premises Licence

It was resolved to do nothing at present. Proposed Cllr L Fraser, Seconded Cllr S Sumnall. All in favour.

Ref 2860 (ii) Alarm System

It was resolved to obtain two further quotes and investigate installing two further detectors, one in the East Wing and one in the West Wing

(b) Correspondence Received

Ref 2861 (i) Summer Fair. It was resolved to waive the Community Centre Hire Fees for the Brookenby Community Group Summer Fair on Saturday 24th August 2024. Proposed Cllr L Fraser, Seconded Cllr S Sumnall. All in favour

Ref 2862 (ii) Shooting Fish Theatre Project It was resolved to waive the Community Centre Hire Fees for the Shooting Fish Theatre Project on Monday 15th April at 4pm - 6pm. Proposed Cllr N Tracey, Seconded Cllr B Preece. All in favour

Ref 2863 (iii) Simply Ghost Nights It was resolved to waive the Community Centre Hire Fees for one session for Simply Ghost Nights on a date to be agreed.. Proposed Cllr L Fraser, Seconded Cllr S Turnbull. All in favour

Ref 2864 (iv) Arrangements for the Brookenby Parish input to "The Flyer" were discussed. A local resident would submit information from Parish groups. Cllr Preece and the Clerk will forward council contributions to the same resident.

Ref 2865 (v) Cllrs Fraser and Turnbull would respond to an LCC email regarding sustainable transport options.

Ref 2866 (vi) As she would be finishing in the role from the end of March 2024, the Council wished to record their thanks to Sarah McCready for her service as the Community Centre Caretaker for many years.

Ref 2867 To resolve to go into closed session due to the confidential financial and contractual matters to be discussed Proposed Cllr S Turnbull, Seconded Cllr L Fraser. All in favour.

The meeting moved in to closed session at 2015

Ref 2868 To discuss Parish Council Grass Cutting and resolve on any action to be taken

Open meeting concluded 2015 hrs

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Next Meeting Tuesday 2nd April 2024