

**Minutes of the Meeting of Brookenby Parish Council held at 7.00 pm  
at the Community Centre, Kent Road, Brookenby on 3 March 2020**

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

Members of public present: 8

**1 Public Session - 15 minutes - Ref: 36**

Residents raised concerns that a road sign on Lincoln Road/Lorraine Avenue has toppled over. This is LCC responsibility and would be reported to LCC.

**2 To receive apologies and reasons for absence - Ref: 37**

Cllr S. Turnbull, Cllr D. Swinn

**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: 38**

None

**4 To approve the minutes of the Council Meeting held on 7th January 2020 - Ref: 39**

Resolved to approve the minutes as a true record

Proposed: Cllr Cordwell Seconder: Cllr Purdy All in favour

**5 Finance Report - Ref: 40**

**a) To approve the financial report ending 28/02/20 - Ref: 41**

The Clerk had previously circulated the financial report for the period ending 28th February 2020  
Cllr Matthews queried the firework event costs as this was showing as a cost to the Parish Council and his understanding was that there would be no cost to the Council. . The Clerk confirmed that income was approx £70 and expenditure approx £450 and there had been no agreement at any Council meeting suggesting no cost to the Council.

It was agreed to add this as an agenda item to the next meeting.

It was resolved to approve the financial report as a true record

Proposed: Cllr Fraser Seconder: Cllr Coulam All in favour

**b) To approve the Schedule of Payments for March and April 2020 - Ref: 42**

It was resolved to approve the schedule of payments totalling £2168.10.

Proposed: Cllr Purdy Seconder: Cllr Coulam All in favour

**6 To receive any reports from external organisations - Ref: 43**

**a) Lincolnshire Police - Ref: 44**

No report had been received from the Police. The Clerk advised that in Oct 19 10 crimes were reported, Nov 19 was 4 and Dec 19 was 1.

**b) Unitary authority ward councillors - Ref: 45**

There was no ward councillors present

**7 Parish Matters - Ref: 46**

**a) Brookenby Community Group - Ref: 47**

The Clerk had previously circulated a proposal regarding Brookenby Community Group.

It was resolved to:-

Table Tennis - Provide half price room hire until next meeting in May and provide public liability insurance under delegated powers.

Litter Pick - provide £50 donation towards refreshments

Quiz Night - Free room hire for the first session and review following feedback

Summer Fete - Free room hire

Signature: .....

Proposed: Cllr Coulam Seconder: Cllr Matthews All in favour

**b) Review tracking report - Ref: 48**

1955 - TSB Bank Mandate

The mandate had now been accepted and the clerk believed all was in order.

1958 - VAT Analysis

A VAT claim up to 31/03/19 had been submitted and re-payment received by the council.

1966 - Internet Banking & Online Banking

Forms would now be submitted now the signatory mandate had been completed.

1992 - Parish precept

Appropriate forms had been submitted and acknowledged by WLDC.

1999 - Play Area Safety Report

We were still awaiting a date from RospA who inspect on a geographical basis.

2041 - Stop Up Application

It was resolved to raise no objections to this application

Proposed Cllr Purdy Seconder Cllr Cordwell All in favour

2065 - Standing Orders Policy Review

It was resolved to adopt the revised policy

Proposed Cllr Purdy Seconder Cllr Coulam All in favour

2066 - Financial Regulations Review

It was resolved to adopt the revised policy

Proposed Cllr Matthews Seconder Cllr Coulam All in favour

**8 Clerk's Report - Ref: 49**

**a) Correspondence Received - Ref: 50**

i) Stopping up of a public highway - discussed under tracking review above

ii) Complaint received in respect of firework testing - Clerk had spoken to

Cosmic and it had been agreed that they would notify the Council prior to future testing.

**9 Resolved to move to a closed session. - Ref: 55**

Meeting closed at 8.00 pm

Signature: .....