

## Minutes of Eagle & Swinethorpe Annual General Meeting, held on Thursday 16<sup>th</sup> May 2019 at 7.30pm in Eagle Village Hall.

Present - Councillors Martyn Jackson - Chair, Chris Patty, Dawn Warnock, Jane Wallis & Colin Campbell

Rachel Popplewell - Clerk

1 member of the public - County Councillor Mike Thompson

1. To Elect a Chairman for the ensuing year  
Cllr Jackson called for nominations for the position of Chairman for the ensuing Year. Cllr Martyn Jackson was proposed by Cllr Wallis, seconded by Cllr Warnock - All Agreed.  
Councillor Jackson accepted the position.
2. To receive the Declaration of Acceptance of Office of Chairman for Eagle & Swinethorpe Parish Council.  
Received.
3. To elect a Vice Chairman for the ensuing year, and to receive the Declaration of Acceptance of Office of the Vice Chairman for Eagle & Swinethorpe Parish Council.  
Councillor Jane Wallis was proposed by Councillor Campbell, seconded by Councillor Warnock - All Agreed  
Councillor Wallis accepted the position.
4. Public Forum  
It was **Resolved** to suspend the meeting to allow the members of public to make comment.  
Cllr Thompson ask if could have a copy of the draft minutes once they were available. They would also be posted on the website as a 'Draft' copy before being approved as minutes.
5. Welcome & Apologies  
The Chair welcomed everyone to the meeting. Apologies were received and accepted from Cllr Bottom, Cllr Chennells & District Councillors Appleby & Overton  
The Chair made comment that after the recent elections the Parish Council has 2 vacancies.
6. To receive Declarations of Interest under the Localism Act 2011 - being any pecuniary interest in agenda items not previously recorded on Members' Register of Interest and request for dispensations.  
None Received
7. Police Report  
No Crimes had been reported since the last report of 1.4.19
8. Notes of the Parish Council Meeting held on Tuesday 30<sup>th</sup> April 2019 to be approved as minutes.  
The council **Resolved** to approve the notes as minutes and a true record. Proposed by Cllr Wallis seconded by Cllr Patty, signed by the Chairman.
9. Clerks Update  
The Clerk made comment that she been in touch with LCC planning dept regarding the surrounding area of the gravel extraction sites on Bee Hive Lane & Thorpe Lane. Planning Dept were happy with the conditions imposed on the application and that they were being adhered to. The surround areas wouldn't be 'finished off' until the

extraction was complete so as not to encourage members of the public to walk the site. The parish council should be having liaison meetings with Tarmac to discuss any issues, LCC will contact Tarmac as this hasn't been happening.

The Clerk had contacted the builder regarding the maintenance jobs at the park and asked him to start ASAP.

The Clerk had confirmed that any event held at the park, which wasn't organised by the Parish Council needs to have their own public liability insurance in place.

The PA System that belongs to the parish council would be covered on a new for old policy basis, it just needs a value, then it can be added to the policy **Action JW**

Options regarding a postal address for the parish council to be considered at the next meeting Cllr Warnock & Clerk to look at alternatives **Action DW/RP**

10. To approve the list of meeting dates for the year 2019/2020

It was **Resolved** to approve the list a copy of which can be found on the website and the village notice board. **Action RP/DW**

11. To Review and Adopt the following standing orders and policies, and to note any amendments.

a. Model Standing Orders 2019

It was **Resolved** to adopt the Model Standing Orders 2019 with no amendments.

b. Financial Regulations

It was **Resolved** to adopt the Financial Regulations - no amendments.

It was **Resolved** to approve the use of a variable direct debit for the electricity for the parish council and the playing field. (Financial Regs 6.7)

c. Complaints Procedure & Handling Method

It was **Resolved** to adopt the Complaints & Handling Method with no amendments

d. North Kesteven District Council.

It was **Resolved** to adopt the New North Kesteven District Council Code of Conduct.

12. GDPR Compliance

a. Data Map

It was **Resolved** to adopt the Data Map with no amendments

b. To adopt the Data Protection Policy, Subject Access Request Procedure, Data Breach Policy and Records Retention Policy.

It was **Resolved** to adopt the policies with no amendments.

c. To adopt the Privacy Notices

It was **Resolved** to adopt the Privacy Notices with no amendments.

d. To receive completed Security Compliance Checklists from all councillors.

The compliance checklists were received - no amendments from last year's checklists were received.

e. The Clerk Confirmed that the parish council was registered with the Information Commissioners Office.

13. To authorise the signing of orders for payment & to note bank balances and any monies received.

The councillors considered the list previously circulated. It was **Resolved** to approve the following orders for payment - All Agreed. Proposed by Cllr Campbell seconded by Cllr Patty.

Date	Name	Net	VAT	Total
16.05.2019	Lincolnshire County Council	£60.00		£60.00
16.05.2019	YU ENERGY (Direct Debit)	£85.91	£4.30	£90.21
16.05.2019	Eagle Village Hall	£36.00		£36.00
16.05.2019	YU Energy (Direct debit)	£5.01	£0.25	£5.26
16.05.2019	Salaries	£201.97		£201.97
16.05.2019	Clerks expenses	£12.60		£12.60
16.05.2019	TVIDB	£3.59		£3.59
16.05.2019	D Lyne	£350.00	£70.00	£420.00
	TOTAL	£755.08	£74.55	829.63

Parish Council - 30.04.2018 - £28,016.42

30.04.2019 - £31,733.78.

Playing Field - 30.04.2018 - £5,837.03

31.03.2019 -£272.33

#### Monies Received

Land Rent £275.00

VAT refund £738.87

14. To discuss the option of a donation to the village hall, and the storage of parish paperwork

The Clerk was asked to contact Lincoln archives for the minutes to be sent for storage. Any remaining items would then continue to be stored in the village hall or disposed of. A donation for the village hall to be considered at the next meeting.

Action MJ/RP

15. To consider the following planning application

- a. Erection of a single storey side extension. Lansdowne 17 Church Lane, Eagle.  
Ref 19/0604/HOUS

The parish council had 'no comment' to make regarding the application.

16. Playing Field Update

Comments were received regarding the amount of broken glass that was at the park, Clerk was asked to contact the litter picker to get it cleared.

Action RP

17. Neighbourhood Plan update

Cllr Campbell made comment that 2 of the 4 areas had been walked to gather the information required to complete the Landscape Character Assessment. Cllr Jackson offered to walk Swinethorpe Area & Cllr Chennells had previously offered to walk Eagle Hall.

This needed to be done asap to keep the plan on track.

Action MJ/MC

18. Any other business/items for the next agenda

The Clerk made comment that the battery for the mobile speed sign only lasted a day before it needed charging and that this was nearly an impossible task to keep it charged up. Alternative options to be investigated to help keep speeding to a minimum in the village.

Option of a savings account for the parish council.

Both items to be added to the next agenda.

Action RP

19. Date and time of next meeting

**Tuesday 25<sup>th</sup> June 2019 at 7.30pm in Eagle Village Hall**

Meeting closed 8.50pm

Signed .....

Date .....

Print .....