

Minutes of Eagle & Swinethorpe Annual General Meeting, held on Tuesday 22nd May 2018 at 7.30pm in Eagle Village Hall.

Present - Councillors Michael Chennells, Katy Thomas, Chris Patty, Dawn Warnock, Alan Parker & Jane Wallis.

Rachel Popplewell - Clerk

2 members of the public - District Councillor Peter Rothwell & County Councillor Mike Thompson

1. To Elect a Chairman for the ensuing year
Cllr Chennells called for nominations for the position of Chairman for the ensuing Year.
Cllr Martyn Jackson was proposed by Cllr Wallis, seconded by Cllr Warnock, Show of hands - 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 Nigel Bottom was proposed by Councillor Thomas, seconded by Councillor Wallis, - Show of hands - All Agreed
Councillor Bottom accepted the position.
4. Public Forum
It was **Resolved** to suspend the meeting to allow the members of public to make comment.
None received.
5. Welcome & Apologies
The Chair welcomed everyone to the meeting. Apologies were received and accepted from Cllr Bottom, Cllr Jackson & Cllr Campbell & District Councillor Appleby.
Councillor Chennells Chaired the meeting.
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
Nothing Received
8. Notes of the Parish Council Meeting held on Tuesday 24th April 2018 to be approved as minutes.
The council **Resolved** to approve the notes as minutes and a true record. Proposed by Cllr Thomas seconded by Cllr Patty, signed by the Chairman.
9. Clerks Update
The Clerk read out a letter from Cathedral Restaurants regarding litter within the village. It was proposed to invite the franchisee to the next parish council meeting with a view to discussing ways in which the problem of litter could be tackled within the village.

Action RP

A letter regarding GDPR from North Kesteven District Council had been received to ensure that all contracts are compliant with the main principals. The Clerk was asked to clarify the letter with North Kesteven District Council as the parish council don't appear have any contracts with them. **Action RP**

10. NKDC achievements of 2016/2017 to be readout, full list previously circulated.

The Clerk highlighted a few of the achievements for 2017/2018.

One of the key achievements being that North Kesteven retains its title as the safest place to live for a fourth year running, having the lowest rates of crime per 1000 population anywhere in the country.

11. To approve the list of meeting dates for the year 2018/2019

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**

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

a. Model Standing Orders 2018

It was **Resolved** to adopt the Model Standing Orders 2018 with no amendments.

b. Financial Regulations

It was **Resolved** to adopt the Financial Regulations.

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. Terms of Reference for the Playing Field Committee

It was **Resolved** approve the Terms of Reference for the Playing Field Committee

d. Complaints Procedure & Handling Method

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

e. North Kesteven District Council.

The Clerk was asked to clarify the code of conduct as to whether it should be the Parish Councils' and not North Kesteven District Council. **Action RP**

13. 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 a slight amendment to the wording of the Data Protection Policy, Subject Access Request Procedure, Data Breach Policy.

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

Received from all Councillors, except Cllrs Parker, Chennells, Warnock & Jackson. The Clerk requested that they are completed and returned as soon as possible. **Action AP, MC, DW & MJ.**

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

Thanks, were passed onto the Clerk for her work ensuring the Parish Council is now compliant with the new GDPR Regulations and for preparing all the policies and also to Cllr Thomas for preparing the Privacy Notices.

14. To review and appoint members to the Playing Field Committee

It was **Resolved** to appoint the following members to the Playing Field Committee, show of hands - All Agreed.

Cllr Jane Wallis
Clare Bower
Sian Hilton
Rebecca Campbell
Victoria Frodsham

15. 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 Thomas seconded by Cllr Patty

Bank Balances

Parish Council 30.04.2017 - £29,619.89

30.04.2018 - £28,016.42

Playing Field 30.04.2018 - £5,837.03

Date	Name	Net	VAT	Total
22.05.2018	Eagle Village Hall	£16.00		£16.00
22.05.2018	LALC	£12.00		£12.00
22.05.2018	M Pues (internal audit)	£60.00		£60.00
22.05.2018	Trent Valley Internal Drainage Board	£3.52		£3.52
22.05.2018	Salaries	£421.96		£421.96
22.05.2018	YU Energy	£5.05	£0.25	£5.30
	Total	£518.78		£518.78

Playing Field Electricity Account in credit £15.12

16. To review the internal audit report - report to be read & commented on by the Chair & Clerk.

The report was read by the Clerk, on the whole the auditor was happy that the financial matters of the parish council were managed and controlled properly, the Annual Internal Audit Report 2017/2018 of the Annual Governance & Accountability Return was signed off by the auditor. A full copy of the report is attached to the minutes. Thanks, were passed onto the Clerk.

17. To consider the following planning application

a. Erection of a single storey front & rear extension. 22 Hilltop Close, Eagle. Ref 18/0544/HOUS

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

18. Eagle Eye Funding - Cllr Wallis

Cllr Wallis made comment that the Parish Council don't pay for its article to be published in the Eagle Eye, when most other groups/advertisers do. The Eagle Eye are looking at ways to increase its revenue to cover the rising costs to produce to the

village magazine. It was proposed that the Parish Council & other groups within the village that don't currently contribute start to pay for their articles to be included. The current rate being £25 per issue/£150 per year.

After discussions it was **Resolved** to approve the proposal of £150 per year.

Show of hands all agreed.

19. To consider the quote from E-on regarding replacing the old lampposts and lanterns - quote previously circulated

After discussions it was **Resolved** to approve the quote to replace 2 old concrete columns with 2 new steel columns with LED lanterns and to replace an existing rusty pole bracket with a new steel pole and LED lantern.

Show of hands - All Agreed

Action RP

20. Playing Field Update

Cllr Wallis made comment that the funding application to Tarmac has had to be scaled down, at the request of the company. The application has been redone and re-submitted back to Tarmac - a decision is due in the near future.

After a meeting with the developer the issue regarding the boundary was still on going, with more information required before it will be resolved.

21. Neighbourhood Plan update

Cllr Thomas made comment that the application had been completed for funding but the guide lines changed at the end of the financial year the application has had to be re-submitted, which is a time-consuming process Cllr Rothwell suggested contacting North Kesteven District Council for advice as it seems this is a common problem for parish councils.

22. Any other business/items for the next agenda

County Councillor Mike Thompson, made comment that Lincolnshire County Council had just held its AGM, appointing a new Chair, Vice Chair & Chief Executive.

Highways update regarding the potholes, this is an ongoing task but LCC seem to be making progress and resurfacing sections of roads not just the potholes.

There will be drop-in sessions for the North Hykeham Relief road project (which will go from Pennells Roundabout - join the new relief road near the A15) during the w/c 12th June 2018 the closest to Eagle being at the Bentley Hotel on Tuesday 12th June 2018.

District Councillor Rothwell gave an update on the planning application for the potential new rendering plant, that is going to be built near Norton Disney. Cllr Rothwell urged the councillors/parishioners to have a look at the application and make any comments either for or against.

The Clerk & Cllr Patty were asked to contact the village hall committee, regarding the installation of Wifi to the village hall, and to suggest putting a Facebook survey out to see what interest there is regarding this and if it would be beneficial for the community.

Action RP/CP

Cllr Wallis made comment that a sculptor for the Bomber Memorial, had been consulted with, funds in the region of £7,000-£10,000 need to be raised for the project to go ahead.

Item for the next agenda - results of the speeding survey and the possibility of a crossing being installed near the school.

23. Date and time of next meeting

Tuesday 26th June 2018 at 7.30pm in Eagle Village Hall

Meeting closed 9.45pm