

**MINUTES OF GEDNEY PARISH COUNCIL ANNUAL MEETING**  
**HELD VIRTUALLY ON ZOOM ON MAY 4<sup>th</sup> 2021 at 7pm**

Presiding over the meeting, Cllr Rollings

In Attendance:

Cllr Reynolds, Cllr Hammersley, Cllr Shaw, Cllr Buddle, County Cllr Coupland and Mrs J Ripley,  
Parish Clerk.

(GDE = Gedney Drove End WMP = Walker Memorial Park QMNR = Queen Mother Nature Reserve)  
(GDVG = Gedney Dyke Village Green)

1. **69.21 TO ELECT A CHAIRMAN**  
Cllr Rollings was proposed, seconded and elected.
2. **70.21 CHAIRMANS DECLARATION OF ACCEPTANCE TO BE SIGNED**  
Cllr Rollings signed her declaration of acceptance.
3. **71.21 TO ELECT A VICE CHAIRMAN**  
Cllr Reynolds and Buddle were proposed and seconded with the vote going to Cllr Reynolds.
4. **72.21 APOLOGIES FOR ABSENCE** with reasons  
Cllr Sones was absent. The Press sent their apologies.
5. **73.21 DECLARATIONS OF INTEREST - to receive Declarations of Interest in accordance with the Localism Act 2011 and to consider any applications for dispensation.**  
None.
6. **74.21 SIGNING OF THE MINUTES**  
Clerk's Notes from the meeting on 13<sup>th</sup> April 2021 were taken as read, amended and signed as minutes by the Chairman.
7. **75.21 REVIEW THE FOLLOWING:**  
Review of delegation arrangements to Committees, Panels and Staff.  
*Delegated powers to remain in place for use as and when needed between meetings.*  
Review of terms of reference for Committees and panels.  
*Personnel Panel terms of reference to remain unchanged.*  
Appointment of members to Personnel Panel.  
*It was proposed that Cllrs Reynolds, Shaw and Buddle become members of the panel, this was RESOLVED.*  
Appointment of any new Committees, Panels, Working Parties or Task Groups.  
*No new appointments at present*  
Standing orders and Financial Regulations  
*Reviewed and amended as necessary.*  
Arrangements (including legal agreements) with other local authorities, not for profit organisations and businesses.  
*Reviewed and to remain in place.*  
Council representation on external bodies and reporting arrangements  
*Reviewed and amended early 2021.*  
General Power of Competence: To Resolve that Council meet the prescribed conditions to for eligibility.  
*Council do not meet the conditions of eligibility.*  
Inventory of Council land and assets.  
*Reviewed and updated.*  
Insurance cover.

*Reviewed, all new equipment has been added to policy, Council consider cover is adequate, policy is due for renewal on 1<sup>st</sup> June and the 3-year tie in will be at an end. It was proposed that the Clerk get a minimum of 3 quotations and to give delegated powers for the Clerk, Chair and Vice Chair to accept the policy which represents current best value, this was seconded and RESOLVED. (quote to be circulated)*

Councils and employee's membership of other bodies.

*Council and Clerks membership of LALC and SLCC to continue*

Council complaint procedure.

*Reviewed, no need to amend.*

Policy & procedure for Freedom of information and Data protection legislation.

*Reviewed and amended April 2021.*

Council procedure for dealing with press/media.

*Reviewed, no need to amend.*

Councils Employment policies and procedures.

*Reviewed, no need to amend.*

Councils' expenditure under s.137 or General Power of Competence

*Reviewed and within guidelines.*

Anti-Virus Software renewal

*Virus software is in place for 2021.*

Determining the time and place of ordinary meetings of the full council up to and including the next annual meeting of full council.

*Defer to future meeting due to present circumstances.*

The use of BACS and Internet banking

*It was proposed Council continue with present system, all in favour, item RESOLVED.*

Stationary requirements for Councillors

*Cllr Hammersley requested an ink toner to print the agendas for the notice board. Due to the level of cost for the toner Clerk will print and post to Cllr Hammersley.*

To Appoint Company for Annual play area inspections

*It was proposed Council continue to use Play Safety, all in favour, item RESOLVED.*

To appoint Council Officers

*Council RESOLVED that Cllr Buddle be Planning officer and Cllr Hammersley Highways officer.*

## **8. 76.21 TO CONSIDER PLANNING MATTERS AND RESOLVE ACCORDINGLY**

### Applications:

H06-0417-21 Mr & Mrs Witty, Ravens Clough Cottage, Ravens Bank, Gedney

Single Story Extension

*Council supported this application.*

H06-0422-21 Mr Towner, 50 Main St, Gedney Dyke

Loft Conversion

*Council supported this application.*

### Approval by South Holland District Council:

H06-0155-21 Mr & Mrs Guest, New House, Lowgate, Gedney

Erection of dwelling in connection with nursery

H06-0150-21 Ms Church, Figaro, Stonegate, Gedney

Turn Garden room/potting shed into hairdressing room.

### Approval by LCC:

### Refusals by South Holland District Council:

Withdrawn: None

Appeals:

## **9. 77.21 TO CONSIDER CORRESPONDENCE AND RESOLVE ACCORDINGLY**

### E Mail

Glasdon – Order Confirmation

LALC News – (circulated)

LALV – Update on Face-to-face meetings (circulated)

10. **78.21 TO CONSIDER FINANCIAL MATTERS AND RESOLVE ACCORDINGLY**

a. Items for payment under section 137: none

b. Accounts for payment

Date	Payee		Item	Chq No	Net	VAT	Gross
28/4/21	Mrs J Ripley	T9	Wages Apr		£1397.66		£1397.66
28/4/21	LCC Pension Fund	T10	Pension		£478.50		£478.50
4/5/21	Mrs Potter	T11	Internal Audit		£50.00		£50.00
4/5/21	SHPVCS	T12	Car Scheme		£640.56		£640.56
4/5/21	Mrs J Ripley	T13	Expenses April Inc Microsoft		£203.49		£203.49
4/5/21	Zoom	T14	Subscription 2021		£59.95	£11.99	£71.94
4/5/21	Barriers Direct	T15	Height barrier QM		£1792.47	£358.49	£2150.96
4/5/21	Glasdon	T16	2x bin WMP		£229.92	£45.99	£275.91
4/5/21	J Chadwick	T17	Fit bins wmp		£120.00		£120.00
4/5/21	Broxap	T18	Gym Equipment WMP		£4293.00	£858.60	£5151.60

Cllr Reynolds proposed payments be made as put before them, Cllr Buddle seconded, Item RESOLVED. Cllrs Rollings and Shaw checked and signed payments.

d. Money Paid In: Allotment rent for ½ year to October 10th £1762.50.

e. Year End spend against Budget.

This had been circulated prior to meeting for all to inspect. No questions.

11. **79.21 TO SIGN OFF YEAR END ACCOUNTS**

Council RESOLVED to sign off the accounts as put before them.

The Chairman signed the accounts.

12. **80.21 TO REVIEW FINDINGS AND EFFECTIVENESS OF INTERNAL AUDIT**

Council reviewed the findings of the internal auditor and were very satisfied with the internal audit system.

13. **81.21 TO COMPLETE ANNUAL RETURN GOVERNANCE STATEMENT**

Council had read the Annual Return and Governance statement when circulated to them prior to the meeting, the chairman completed the form. The form was duly signed.

14. **82.21 TO RESOLVE ON DATES OF NOTICE OF EXERCISE OF PUBLIC RIGHTS**

Council RESOLVED on 14<sup>th</sup> June to 23<sup>rd</sup> July.

15. **83.21 TO CONSIDER PARISH COUNCIL RESPONSIBILITIES AND RESOLVE ACCORDINGLY**

a. Cemetery- All fine

b. Walker Memorial Park

Update on Gym Equipment – This has been installed and is in use.

Update on Football wall – Due to be installed 10<sup>th</sup> May 21 \*

Update on New Litter bins- These are now installed.

c. Queen Mother Nature Reserve.

i. 10-year anniversary project.

The Height barrier has been installed, the picnic benches and tables are due for delivery week commencing 10<sup>th</sup> May. The fencing work will commence in next two weeks \*

d. Gedney Dyke Village Green Play Area – The temporary fencing that had appeared on the green has been removed by Council and notices placed on green for owner to contact Council for its return.

Gym equipment for Gedney Dyke

To date Council has only received 2 requests for Gym equipment. Until Council received confirmation of more interest from the Village Parishioners Council RESOLVED to put this project on hold. Cllr Hammersley reported that the Noticeboard on GDVG was looking shabby and in need of rubbing down and re varnishing, he offered to do this if Council pays for varnish and a brush Council RESOLVED to accept his offer.

e. Allotments – All allotment rents are in for second half of the year.

f. Any Other area – None

\* Council RESOLVED for Clerk to pay for these items once installed and checked by a member of the Council.

16. **84.21 TO RESOLVE ON REPLIES TO CONSULTATIONS.**

None

17. **85.21 TO RESOLVE ON FUTURE MEETINGS AND DELEGATED POWERS**

Following Councils risk assessment for a face-to-face meeting in a hall in June it was RESOLVED not to hold a June meeting.

A discussion followed regarding future meetings and Covid protocols. Council RESOLVED to hold a short meeting face to face in July but outside, hopefully by this time protocols within the local halls will be available (clerk to contact all halls).

It was proposed, seconded and RESOLVED:

That the Parish Council gives delegated authority to the Clerk (in consultation with the Chairman and Vice Chairman) to suspend any relevant Standing Order or Financial Regulation as necessary to ensure the smooth running and operation (wherever possible) of the Parish Council for a period of **no longer than 6 months** (or as circumstances dictate).

It was proposed, seconded and RESOLVED:

The Council gives additional **delegated authority** for a period as needed to the Clerk, in consultation with the Chairman and Vice Chairman to:

- I. undertake day to day duties, (wherever possible and within legal constraints and with the best intentions of public safety and to promote infection control) in order to minimise disruption to service provision and ensure business continuity.
- II. undertake decisive actions (within legal constraints and with the best intentions of public safety and to promote infection control) in respect of cancelling any meetings of the Council.

Payments

It was proposed, seconded and Resolved.

That the Clerk be given delegated powers for invoice payments with robust transparency processes to ensure effective business continuation and to minimise impact on local service delivery and local business with ratification by the Council to be made at the earliest and safest opportunity.

Planning

It was proposed, seconded and RESOLVED:

That the Parish Council deal with planning applications via email and gives delegated power to the Clerk to collate responses and submit to SHDC (on a majority basis).

18. **86.21 TO RESOLVE ON SHARING ZOOM AND TREND SUBSCRIPTION FOR 2021-22**

Council RESOLVED they could split the cost of Zoom (virtual meeting space) and Trend (antivirus software) with Tydd St Mary Parish Council, thus saving both Councils 50% of fees, Clerk to approach Tydd St Mary with this offer.

19. **87.21 HIGHWAYS & FOOTWAYS**

a. Update on outstanding matters - None

b. To report any new matters.

A parishioner has requested the installation of a footway from Main Rd to Marsh Rd GDE, this was reported to County Cllr Coupland.

**20. 88.21 TO COMPLETE ANNUAL RETURN ACCOUNTING STATEMENT**

Council had read the Accounting Statement which had been circulated prior to the meeting and RESOLVED to agree it. The Chairman duly signed the form.

**21. 89.21 DATE OF NEXT MEETING: July 13<sup>th</sup> at GDE Village Hall carpark – Outside, 7pm  
(Social distancing to be adhered to)**

There being no more business to transact the meeting closed at 8.30pm

Signed

Date

Chairman