**SPILSBY TOWN COUNCIL**

**Minutes of the Annual Meeting of the Full Council held on Thursday 21st May 2015 at 7.10pm in the Council Chamber, Franklin Hall, Halton Road, Spilsby**

**Present: Cllr J Pears (Chairman)**

Cllr Feek Cllr Grant Cllr Gale Cllr Iremonger

Cllr Lenton Cllr Odling Cllr Rymer Cllr Willis

Also present:

Mrs Bonny Smith (Town Clerk) Allan Bugg

Cllr Grant gave a report of his year in office detailing events which he had attended and thanking various people, especially his wife, for their support during his period as Mayor and Chairman.

**73. To elect a Chairman for the forthcoming term of office.**

Proposals for Chairman were;-

Cllr Gill Rymer –Proposed by Cllr Grant Seconded by Cllr Gale

Cllr Julia Pears- Proposed by Cllr Lenton Seconded by Cllr Odling

A ballot was taken and Cllr Pears was duly elected at Chairman of Spilsby Town Council by 5 votes to 4 votes.

**74. To receive Declaration of Office from the new Chairman**

Cllr Pears said that she had held many different positions through her working life but had never been part of a Civic Team before. She thanked everyone who voted for her. The Declaration of Office as Chairman of Spilsby Town Council to be signed at the end of the meeting.

**75. To elect a Vice-Chairman for the forthcoming term of office.**

Proposals for Vice-Chairman were;-

Cllr Willis - Proposed by Cllr Feek Seconded by Cllr Lenton

Cllr Iremonger-Proposed by Cllr Grant Seconded by Cllr Gale

A ballot was taken and Cllr Pears was duly elected at Vice-Chairman of Spilsby Town Council by 6 votes to 3 votes.

1. **To accept apologies for absence and reasons given**

Apologies received from Cllr Ayling.

1. **To receive Declarations of Interest in accordance with the 2011 Localism Act**

None received.

1. **Draft notes of the meeting held on 23rd April 2015 to be approved as the minutes**

Para 66-item 53-Health and Safety-Barrier Baskets-Cllr Lenton said that it was relevant to the hanging baskets not the barrier baskets.

Propose to accept the minutes Cllr Lenton Seconded Cllr Rymer Agreed.

**RESOLVED: To accept the minutes**

1. **Matters arising from the minutes of the meeting held 23rd April 2015 not covered in the agenda.**

Para 67-Outdoor gym-The Clerk said that the second part of the grant had yet to be applied for from ‘Awards for All’

Para 67-Christmas plus-Cllr Lenton asked if the pull test had been undertaken. The Clerk said that she had contacted Christmas Plus and had not heard from them.

Para 67-Bike Night-Cllr Lenton said that he and 2 other helpers had done all the marshalling. There were 3 PCSOs there during the school turn out time but they said they were not there to help with the Bike Night. He wanted to know what the role of the PCSO was regarding traffic.

Cllr Lenton said that he would email the Town Clerk within 7 days with regarding this matter. Cllr Odling said that it should be an agenda item.

Cllr Lenton proposed that a letter be sent to the Police regarding PSCO. Seconded by Cllr Pears. Agreed

**RESOLVED: A letter be sent to the Police regarding duties of PSCOs and traffic control.**

1. **To consider payment of accounts**

The Clerk informed the Council that Item 10- yearly insurance premium, was still under negotiation and updating. She said that she had made of saving of £800 on the previous year’s premium.

Cllr Odling proposed the decision be made by the Chairman, Vice-Chairman and Clerk when all the information known. Seconded by Cllr Lenton. Agreed.

**RESOLVED: Insurance renewal by decided by Chairman, Vice and Clerk.**

Regarding TLE payment held over from last month, the Clerk reported that she had received a breakdown of the hours of work as requested by the Council. The Council agreed that the amount of hourly rate was fair.

All items were agreed except for Item 10 (insurance). Proposed by Cllr Grant, Seconded by Cllr Odling. Agreed

**RESOLVED: Payment of Accounts be made.**

1. **Town Clerk’s report and Action Points follow-up**

The Clerk tabled a report of her activities

Coping Stones-the Clerk reported that an offer of funding for £600 has now been received from Cllr Ayling which would cover the cost of the refurbishment. The Clerk asked for confirmation that the preferred quote previously discussed be used as denoted in the permission from the Diocese of Lincoln. This was agreed.

Playground Equipment-Cllr Odling asked what was wrong with the monkey bars to make them non-compliant. Cllr Grant explained about the problems that had been identified in the ROSPA report.

**Cllr Feek left at 8pm**

**ACTION-** Playground Equipment to be placed on the Amenities Agenda

**ACTION-**The Chairman asked thatall Councillors go and look at the Monkey bars before the Amenities Meeting.

The Chairman asked if the ROSPA report says that they should be condemned and if a notice should be put on them. Cllr Grant explained that ROSPA do not advise on those aspects. Cllr Grant also said that some new pegs were needed for the matting.

**ACTION-**Clerk to order a supply of pegs

1. **To appoint representatives to outside bodies**

Proposals were;-

* 1. **Spilsby Recreation Ground Committee**

Cllr Grant Proposed by Cllr Odling Seconded by Cllr Lenton Agreed

* 1. **Alford and Spilsby Area Committee**

Cllr Pears volunteered in her Chairman role

Cllr Willis Proposed by Cllr Odling Seconded by Cllr Rymer Agreed

* 1. **Poorlands Trust**

Cllr Grant Proposed by Cllr Odling Seconded by Cllr Lenton Agreed

**ACTION**-Cllr Grant to obtain a copy of the Constitution of the Poorlands.

The Clerk assured the Chairman that there were files on all 3 subjects in the office.

1. **To consider dates and times of Full Council Meetings and Committee Meetings and to appoint Chairmen of Committee Meetings.**

Cllr Lenton proposed to keep the meetings the same as at present. Seconded by Cllr Willis. Agreed

**RESOLVED: Full Council Meetings to be the 4th Thursday in the month except for August and December.**

Cllr Lenton proposed to have the next Amenities Meeting in July and then September. Seconded by Cllr Gale. Agreed.

**RESOLVED:** Amenities Meetings to be held bi- monthly on the 2nd Wednesday in the month starting in July 2015.

Cllr Lenton proposed Cllr Willis as Chairman of Amenities. Seconded by Cllr Odling. Agreed.

**RESOLVED: Cllr Willis to be Chairman of Amenities**.

It was decided that as no-one wanted to be Finance Chairman and the Clerk said that she could produce the budget for next year, that it was no longer necessary to have a separate Finance Meeting. The same applied to Planning Chairman.

Cllr Odling proposed having the Planning and Finance items in the Main Council Meetings. Seconded by Cllr Lenton. Agreed

**RESOLVED: Finance and Planning items to be agenda items in the Main Council Meetings.**

It was agreed that the Chairman will now sign all Finance Sheets.

**84. To confirm the Annual Governance Statement 2014-2015**

The Clerk informed the Council that the accounts had not been returned from the auditors.

**ACTION-** Item to be placed on next agenda.

**85. To confirm the responsibilities for payment of the Barrier Baskets**

Cllr Lenton said that in 2010, the Clerk at the time said that the Town Council would pay for the insurance for the Barrier Baskets. Cllr Odling asked if the Town Council’s insurance covered the Barrier Baskets and the matter needs clarifying to ensure that they are insured.

**ACTION-**

1. Clerk to look for correspondence and to confirm with the insurers that the Barrier Baskets are insured.
2. To contact Linkage to confirm when planting the baskets up.
3. Barrier Baskets to be placed on Amenities Agenda regarding the basket which has not had a sponsor for 2014.

The Chairman closed the meeting at 8.30pm

The next meeting is 25th June 2015