

NPC FC 151024 PUBLIC PACK

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NETTLEHAM PARISH COUNCIL

The Parish Office, Scothern Road, Nettleham, Lincoln. LN2 2TU

Tel: 01522 750011. Email: parishcouncil@nettleham-pc.gov.uk

Website: <https://nettleham.parish.lincolnshire.gov.uk>



In accordance with Section 249 of the Local Government Act 1972 as amended by the Local Democracy, Economic Development and Construction Act 2009, for the specific purpose of a vote in relation to awarding the title of Honorary Freeman or Honorary Freewoman of the Parish

AN EXTRAORDINARY MEETING OF THE PARISH COUNCIL WILL BE HELD ON

TUESDAY 15 OCTOBER 2024, at 6.40PM

AT THE OLD SCHOOL, SMALL HALL, MILL HILL, NETTLEHAM

ALL COUNCILLORS ARE SUMMONED TO ATTEND

Agenda

1. To RESOLVE to receive apologies and accept reasons for absence received by the Clerk, prior to the meeting.
2. To RECEIVE disclosure of interests in accordance with the requirements of the Localism Act 2011 and to consider any requests for dispensations.
3. To RESOLVE whether to exclude the public and press for the following items, in accordance with the Public Bodies (Admissions to Meetings) Act 1960, due to the sensitive nature of business to be discussed.

Should this resolution be passed the public and press will be required to leave the meeting at this stage.

4. To RESOLVE (by agreement of no less than two thirds of those present and voting) to confer the title of Honorary Freeman or Honorary Freewoman of the Parish of Nettleham. *
5. To RESOLVE any necessary expenditure and arrangements for the presentation of the title of Honorary Freeman or Honorary Freewoman of the Parish of Nettleham.

Councillor A. White

Chair of Nettleham Parish Council

10 October 2024

** Section 249 of the Local Government Act 1972 as amended by the Local Democracy, Economic Development and Construction Act 2009 allows a relevant authority to admit to be honorary freemen or honorary freewomen of the place or area for which it is the authority: a. Persons of distinction, and b. Persons who have, in the opinion of the authority, rendered eminent service to that place or area. Granting the Freedom is the highest honour that Nettleham Parish Council can bestow. Although it carries no privileges, those who receive the honour may use the title of Freeman or Freewoman. As this is the highest honour that the Council can grant it should be used sparingly in order to preserve its status and value.*

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A MEETING OF THE PARISH COUNCIL
WILL BE HELD ON TUESDAY 15 OCT 2024, AT 7.30PM
AT THE OLD SCHOOL, SMALL HALL, MILL HILL, NETTLEHAM
ALL COUNCILLORS ARE SUMMONED TO ATTEND

PUBLIC FORUM FROM 7:15PM

During the public forum, the public may address the council on current matters or issues that may become future agenda items. Reports from County and District Councillors and representatives on outside bodies will also be given during this time.

Agenda

1. To **RESOLVE** to receive apologies and accept reasons for absence received by the Clerk, prior to the meeting.
2. To **RECEIVE** disclosure of interests in accordance with the requirements of the Localism Act 2011 and to consider any requests for dispensations.

(Declaration of any disclosable interest in a matter to be discussed at the meeting and which is not included in the register of interests)

3. **Co-Option**
 - To consider and **VOTE** regarding co-option to a vacancy for Parish Councillor
4. To **RESOLVE** to approve the notes of the Parish Council's Meeting held on 24/09/2024 as the minutes of the meeting.
5. To **NOTE** the Clerk's report.
6. **Planning Matters:**
 - a) To **RESOLVE** responses to West Lindsey District Council in relation to the following planning application(s):

| NO | Details | Location | Link to view documents |
|---------------|----------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| WL/2024/00767 | Planning application to remove existing garage & rear conservatory & erect two storey side & rear extension. | 12 LODGE LANE NETTLEHAM | https://westlindsey-publicportal.statmap.co.uk/horizoNext/publicportal/PlanningApplications/?searchType=Simple&appRef=WL%2F2024%2F00767 |
| WL/2024/00753 | Outline planning application to erect up to 72no. dwellings with access to be considered and not reserved for subsequent applications. | LAND OFF SCOTHERN ROAD NETTLEHAM | https://westlindsey-publicportal.statmap.co.uk/horizoNext/publicportal/PlanningApplications/?searchType=Simple&appRef=WL%2F2024%2F00753 |
| WL/2024/00049 | Planning application for erection of 47no. dwellings. Re-consultation | LAND OFF CRICKETS DRIVE NETTLEHAM | https://westlindsey-publicportal.statmap.co.uk/horizoNext/publicportal/PlanningApplications/?searchType=Simple&appRef=WL%2F2024%2F00049 |

| | | | |
|-------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| WL/2024/0 0779 | Application for approval of reserved matters for the erection of 3no.dwelling considering access, appearance, landscaping, layout and scale, following outline planning permission146424 granted 6 October 2023. | LAND ADJACENT 51A WASHDYKE LANE NETTLEHAM | https://westlindsey-publicportal.statmap.co.uk/horizoNext/publicportal/PlanningApplications/?searchType=Simple&appRef=WL%2F2024%2F00779 |
|-------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

b) Any other planning matters, including any applications received after the agenda was published.

7. Financial Matters

- a) To **NOTE AND RATIFY** the pre-approved payments made since the last meeting and to **RESOLVE** to approve the schedule of accounts for payment.
- b) To **NOTE** the Full and Summary Income & Expenditure Reports as at 30.09.24 and to **NOTE** the Council's Bank Account & Earmark Reserves balances at 30.09.24
- c) To **AUTHORISE** S137 expenditure of up to £50 to contribute to the cost of producing the Remembrance Sunday Order of Service / Leaflet.

8. Committees:

- a) To NOTE the draft notes of the Finance Committee held on 01/10/2024.
- b) To adjust the HR Committee Terms of Reference to appoint the Chair of the Council as the permanent substitute member, to attend where a meeting would otherwise be inquorate.

9. Working Groups

- a) Remit and structure of proposed Highways Working group

10. Communications/Social Media/Publicity

To review the current Communications policy and consider any related suggestions.

11. Correspondence received requiring a **RESPONSE**, or to be **NOTED**:

- a) Request from Cllr Barrett WLDC to facilitate a bench donation
- b) Resident suggestion for leisure equipment
- c) Sudbrooke Neighbourhood Plan
- d) Resident correspondence regarding Rooks.

12. Date of Next Meeting of the Parish Council –this has been arranged for Tuesday 19th November 2024, commencing at 7.30pm (Public session from 7.15pm), in the Small Hall at The Old School, Nettleham. (Submissions of council agenda items / reports by no later than close of business 11/11/2024) Any Future Agenda Items

13. To RESOLVE whether to exclude the public and press for the following item/s, in accordance with the Public Bodies (Admissions to Meetings) Act 1960, due to the commercial or sensitive nature of business to be discussed.

14. TO NOTE the draft notes of the HR Committee held on 01/10/2024 and to RESOLVE any action in relation to the recommendations of those notes. (exclusion recommended due to personal staff information)



Lucy Waller, Clerk to the Parish Council 10/10/2024

Draft minutes Sept 2024:

An **inaccuracy** in the minutes has been highlighted by the member of the public involved and on checking back the Clerk would agree that Councillor comments made in the public session have erroneously been attributed to the member of the public. The Clerk therefore supports the member of the public's statement and recommends to Council the change below to the draft minutes:

" A member of the public spoke in relation to the Council's new Health and Safety Policy and the need for review of this, particularly highlighting omissions regarding Volunteers and the Council's overall responsibility"

Be replaced with

"A resident criticised the excessive bureaucracy of the new safety documentation"

Councillors are reminded that the minutes are taken at the writer's discretion and are not verbatim and once the draft is published, may only be altered to correct an inaccuracy, which must be done by a resolution of Full Council.

**NETTLEHAM PARISH COUNCIL
DRAFT MINUTES OF THE MEETING OF THE PARISH COUNCIL
HELD AT THE SMALL HALL, THE OLD SCHOOL, NETTLEHAM
ON TUESDAY 24 SEPTEMBER 2024, AT 7.30PM**

Present: Councillors: Cllr Mrs A. White (Chairman), CllrP. McNeill (Vice-Chair), CllrD. Newsam, Cllr A. Simpson, Cllr C. Johnson, Cllr A. Crook, Cllr C. Payne

Also in attendance: Cllr F. Brown and Cllr J. Barrett (West Lindsey District Council), Cllr J. Brockway, (Lincolnshire County Council), Lucy Waller (Clerk), 3 members of the public.

Councillors not present: Cllr J. McGuire, Cllr C. Chardoux

The public session commenced at 7.12pm.

Cllr Brockway provided an update highlighting the following:

- That the Nettleham Roundabout was a priority project and because Devolution was to proceed funding would be available for this.
- An invitation to speak to the relevant Committee of Lincolnshire County Council regarding issues relating to The Beck and that she would liaise with relevant Parish Councillors to attend.

Councillors Cllr F. Brown and Cllr J. Barrett had circulated a written report to councillors prior to the meeting.

A member of the public spoke in relation to the Council's new Health and Safety Policy and the need for review of this, particularly highlighting omissions regarding Volunteers and the Council's overall responsibility. It was noted that this would be covered under item 7d of this agenda.

There being no further business for the public session, the meeting commenced at 7.21pm

1. To RESOLVE to receive apologies and accept reasons for absence received by the Clerk, prior to the meeting.

Apologies were received from Councillors J McGuire and C. Chardoux. It was RESOLVED to accept the reasons for absence.

2. To RECEIVE disclosure of interests in accordance with the requirements of the Localism Act 2011 and to consider any requests for dispensations.

Cllr A. Crook declared a non-pecuniary interest in item 7 f, as the Chair of the Minster Fields Community Group, and took no part in the voting on that item.

3. To RESOLVE to approve the notes of the Parish Council's Meeting held on 18/06/2024 as the minutes of the meeting.

It was RESOLVED to approve the notes of the Parish Council's Meeting held on 18/06/2024 as the minutes of the meeting.

Councillors requested that they be notified when the draft minutes of meetings were published on the website. The Clerk agreed to implement this but reminded Councillors that the minutes could not be changed other than by resolution at the next relevant meeting and therefore any comments/ changes should only be made at the relevant meeting.

4. To NOTE the Clerk's report.

Members noted the report highlighting the progress of previous actions. The Clerk's thanks to staff and Councillors during a period of her absence was noted. An additional verbal update was noted highlighting that the Council had received notice that the 2023/2024 External audit would not be completed by the 30th of September due to communication received requiring further investigation by the External Auditor.

5. Planning Matters:

a) To RESOLVE responses to West Lindsey District Council in relation to the following planning application(s):

Nettleham Parish Council Meeting- 24September2024 – Signed: _____ Date: _____

WL/2024/00679, Planning application to refurbish existing kitchen and garage including removal & replacing roofs with single mono pitch / lean to roof, external brickwork to be clad in limestone render & garage door removed and replaced with sash window and other internal alterations.38 HIGH STREET NETTLEHAM LINCOLN

The Parish Council highlighted concerns that the conversion of the garage would remove the potential for off road parking in an area where parking is problematic.

- b) **To NOTE planning responses to West Lindsey District Council made under delegated powers since the last meeting.**

Members noted the report attached as APPENDIX A of these minutes.

- c) **Any other planning matters, including any applications received after the agenda was published.**

WL/2024/00720, Planning application to replace existing flat roof to the garage with a pitched roof to align through with the existing house, replace the existing render on the front elevation with composite cladding, and then change the brickwork to the front protruding extension to an off-white render.3 RIDGEWAY NETTLEHAM LINCOLN

The Parish Council had no objections to the application.

Councillor White provided a verbal update on application WL/2024/00420 that had recently been considered at the West Lindsey District Council Planning Committee, at which the proposed variation of condition was refused.

6. Financial Matters

- a) **To NOTE AND RATIFY the pre-approved payments made since the last meeting (including the July and August schedule of accounts for payment) and to RESOLVE to approve the schedule of accounts for payment.**

Members noted the pre-approved payments made since the last meeting (including the July and August schedule of accounts for payment) and RESOLVED to ratify the payments. It was RESOLVED to approve the September accounts for payment. (Payment's list attached as APPENDIX B to these minutes).

- b) **To NOTE the Full and Summary Income & Expenditure Reports as at 31.08.24 and to NOTE the Council's Bank Account & Earmark Reserves balances at 31.08.24.**

Members noted the report.

- c) **To CONSIDER the purchase of Rialtas Allotment Software, 1st year costs of £1020. (Current end of year forecast indicates budget availability of £3218, Expenditure under Local Government Act 1972 s 133/ s.111.)**

It was RESOLVED to purchase Rialtas Allotment Software, with the purchase to be appropriately timed with receipt of the new allotment site.

- d) **To retrospectively RESOLVE agreement for the RFO to pursue 12-month energies contracts with our current suppliers in light of difficulties with the previously selected new supplier.**

To retrospectively RESOLVE agreement for the RFO to pursue 12-month energies contracts with our current suppliers

- e) **To RESOLVE any further action in regard to investment.**

It was RESOLVED to place £85000 of Council funds in Redwood Bank.

Action Points: Clerk to arrange Allotment Software purchase as appropriate. RFO to arrange energy contracts and investment of funds in Redwood Bank.

7. Committees:

To NOTE the draft notes of the Property Committee held on 10/09/2024 and to RESOLVE any action in relation to the recommendations of those notes:

Item e) Nettleham FC long term plan – ACCEPT / SUPPORT RESOLUTION

At the Chairman's discretion this item was moved forward in the agenda and a representative of Nettleham FC was allowed to address the meeting.

It was RESOLVED to support the long-term development plans of Nettleham FC in principle, it was however noted that further discussions would be required regarding legalities of ownership and the logistics of the project.

a) Nettleham Beck Management Plan - DISCUSSION / APPROVAL RESOLUTION

It was RESOLVED to adopt the management plan as circulated.

b) Heritage Orchard management plan – APPROVAL RESOLUTION

It was RESOLVED to adopt the management plan as circulated.

c) Change of Cleaning Contractor - APPROVAL RESOLUTION

It was RESOLVED to accept the recommendation of the Property Committee to end the current cleaning contract at the Old School and Mulsanne Pavilion and to award the contract to the company currently undertaking the Office cleaning.

d) Health & Safety Policy Procedures - INFORMATION/DISCUSSION

Members highlighted concerns regarding the Health & Safety particularly in regard to its appropriateness for a Parish Council. It was agreed to form a short-term Working Group comprised of Councillors White, McNeill and Simpson along with the Facilities Manager and Clerk to review the policies and liaise with the Health and Safety representative.

e) Nettleham FC long term plan – ACCEPT / SUPPORT RESOLUTION

See above

f) Minster Fields play equipment donation of funds (*Adequate funds available within EMR, Expenditure under Local Government (Miscellaneous Provisions) Act 1976, s.19*) - RESOLUTION

It was RESOLVED to either purchase and then donate the play equipment to the Minster Fields Community Group or donate the net funds of £15278.45 to the Minster Fields Community Group for the purchase of the equipment.

Action Points: Facilities Manager and Working Groups to implement Management Plans. Facilities Manager to arrange change of cleaning contract. H&S Working group to review policy. Clerk & RFO to liaise with Cllr Crooks / Minster Fields Community Group to arrange play equipment.

8. To CONSIDER the draft amendments to the Tree Policy as recommended by the Properties Committee.

Members noted the draft policy and RESOLVED to adopt the policy as it relates to trees owned by Nettleham Parish Council subject to a minor *clarification* (“*in this case trees will be cut back to a height of 2.5 meters (if appropriate)*” to read “*in this case tree branches will be cut back to a clearance height of 2.5 meters (if appropriate)*”).

It was RESOLVED to contact Lincolnshire County Council to ask them to take similar action regarding their trees or supply information as to when a tree survey last took place. It was also RESOLVED to enquire into a funded service level agreement for the Parish Council to undertake the work.

Action Points: Clerk to contact LCC regarding their trees and any potential SLA. Clerk to amend policy and publish.

9. Working Groups

a) Climate Change – notes of meetings 21/06/24 & 19/08/2024

Members noted the verbal and written report. The potential alteration of the Grass Maze area of Bill Bailey’s to an area with some mown picnic spots within a no mow area was highlighted.

b) Conservation Area - notes of meeting 10/06/2024 & concerns regarding the condition of the outside facades and picket fencing of the Black Horse

Members noted the verbal and written report, and it was RESOLVED to pursue the conservation matters with the appropriate authorities. It was also agreed that Cllr Simpson and another Councillor could informally discuss concerns with the Landlord of the Public House.

c) Emergency Plan update.

It was highlighted that none of the former membership of the group were happy to lead it. Councillor Johnson agreed to investigate the lead role and consider if she would have time to do it. It was agreed that Cllr McNeill would investigate the digital weather station equipment. It was also agreed that the emergency equipment box would be stored at Mulsanne if a suitable space could be found.

10. Correspondence received requiring a RESPONSE, or to be NOTED:

Nettleham Parish Council Meeting- 24September2024 – Signed: _____ Date: _____

a) Nettleham twinning association

The correspondence was noted.

b) Witham Valley Access Project

It was RESOLVED to invite the Witham Valley Access Project to present at the 2025 Annual Parish Meeting.

c) Knitted poppies

It was RESOLVED to agree to the request provided that the display was safely installed on the Nettleham Sign and did not obscure the sign.

d) Free one-tonne salt bag

It was RESOLVED to request the salt to be stored where the Facilities Manager felt best and to ask Facilities Staff to check LCC Grit Bins and report any that require filling on Fix My Street.

e) LCC Highways updates

The correspondence was noted.

f) LCC response to petition

The correspondence was noted.

Action Points: Facilities Manager to arrange for salt delivery and checking of Grit Bins. Clerk to respond to correspondence as appropriate (Poppies & 2025 Annual Parish Meeting).

- 11. Date of Next Meeting of the Parish Council –this has been arranged for Tuesday 15th October 2024, commencing at 7.30pm (Public session from 7.15pm), in the Small Hall at The Old School, Nettleham. (Submissions of council agenda items / reports by no later than close of business 07/10/2024)**

Any Future Agenda Items:**Highways Working Group & Communications/Social Media/Publicity**

Members noted the time and date of the next meeting, and it was requested the future acquisition of land be included as a future agenda item.

- 12. To RESOLVE whether to exclude the public and press for the following item/s, in accordance with the Public Bodies (Admissions to Meetings) Act 1960, due to the commercial or sensitive nature of business to be discussed.**

The above RESOLUTION was passed

The public and press left the meeting.

- 13. To RESOLVE any action in relation to a communication (sensitive nature of business to be discussed.)**

The correspondence was noted and it was RESOLVED to offer a memorial bench at Mulsanne Park where a need had been identified. The Clerk was requested to present an updated Bench Policy to highlight the approval of benches only where a need was identified and a waiting list for those families refused when no need was identified.

Action Points: Clerk/ Facilities Manager to contact family to offer bench / arrange instalment. Clerk to produce Bench policy updates

- 14. To RESOLVE any action in relation to an offer of land (commercially sensitive nature of business to be discussed.)**

It was RESOLVED to refuse the offer of land.

Action Points: Clerk to respond to offer.

- 15. To CONSIDER arrangements for the 2024 Ray Sellars award and another potential recognition. (Sensitive nature of business to be discussed.)**

It was RESOLVED to request nominations for the Ray Sellars Award with a closing date to facilitate decision at the November Council Meeting and presentation at the December Council Meeting.

It was RESOLVED that in accordance with Section 249 of the Local Government Act 1972 1972 Act as amended by the Local Democracy, Economic Development and Construction Act 2009 that Nettleham

10 Parish Council convene an Extraordinary Meeting for the purpose of the consideration of conferring the title of “honorary freeman” or “honorary freewoman” to a person of distinction who in the council’s opinion, have rendered eminent services to the Council’s area.

Action Points: Clerk to publicise the Ray Sellars Award, Clark / Chair to arrange Extraordinary Meeting.

The meeting closed at 9.13pm

Appendix A

| REF | Type | Description | Address | Response or response due by |
|---------------|------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|-----------------------------|
| WL/2024/00548 | Outline planning | Outline planning application to erect 68no. dwellings - 10no affordable - including open space provision, associated garages and infrastructure and footpath cycleway link to Sudbrooke - layout and scale to be considered and not reserved for subsequent applications being variation of condition 19 of planning permission 131975 granted 14 March 2017 - To amend the allotment and drainage basin position and alterations to the footpath | 72 SCOTHERN ROAD NETTLEHAM LINCOLN | No comments |
| WL/2024/00554 | Variation | Planning application to erect 2no. dwellings being variation of condition 2 of planning permission 145076 granted 12 April 2023 - Altered garage position and house type for plot 4B | 72 SCOTHERN ROAD NETTLEHAM LINCOLN | No comments |
| WL/2024/00550 | approval of reserved matters | Application for approval of reserved matters (appearance and landscaping) to erect 68no. dwellings following outline planning permission 131975 | 72 SCOTHERN ROAD NETTLEHAM LINCOLN | No comments |
| | | granted 14 March 2017 being variation of condition 1 of planning permission 137106 granted 22 March 2018 – Revised site layout, changes to house types and addition of orangeries, amend the allotment and drainage basin position, and alterations to the footpath | | |
| WL/2024/00552 | variation of condition | Planning application to erect 7no. dwellings being variation of condition 2 of planning permission 144480 granted 12 April 2023 – Amend plot 41A to include orangery and larger garage. | LAND TO THE REAR OF 72 SCOTHERN ROAD NETTLEHAM LINCOLN | No comments |
| WL/2024/00554 | variation of condition | Planning application to erect 2no. dwellings being variation of condition 2 of planning permission 145076 granted 12 April 2023 - Altered garage position and house type for plot 4B | LAND TO THE REAR OF 72 SCOTHERN ROAD NETTLEHAM LINCOLN | No comments |
| WL/2024/00167 | Change in description to include the installation of ANPR camera | Planning application for the installation and replacement of sustainable lighting solutions, solar lighting bollards to replace existing in order to illuminate | University Of Lincoln Riseholme Park Riseholme Lincoln Lincolnshire | No comment |

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| | | existing roadways, walkways and pedestrian areas and the installation of ANPR cameras. | LN2 2LG | |
| WL/2024/00532 | Planning application | Planning application for proposed second storey extension to the rear of the property | 2 SCOTHERN ROAD NETTLEHAM LINCOLN LN2 2TX | No comment |
| WL/2024/00529 | Planning application | Planning application for Part demolition of existing garage including extending and converting to form annex accommodation ancillary to host dwelling and increasing the height of existing stone boundary walls to 1.8m max. | 8 EAST STREET NETTLEHAM LINCOLN LN2 2SL | <p>The Parish Council is aware of some concern by neighbouring residents.</p> <p>Therefore, the application should comply with the requirements of the following policies in the Central Lincolnshire Local Plan:-</p> <p>NS27: Residential Annexes: a, b, c, d: <i>Development of residential annexes within the defined property boundary will only be permitted where it is demonstrated that the accommodation cannot reasonably be provided through extension to the original dwelling.</i></p> <p><i>The Central Lincolnshire Authorities will impose a planning condition that restricts an approved annexe to be used solely for accommodation ancillary to the host dwelling and the conversion of annexes to independent dwellings will rarely be acceptable.</i></p> <p>S53: Design and Amenity: in particular requirement 8a: <i>Not result in harm to people's amenity either within the proposed development</i></p> <p><i>or neighbouring it through overlooking,</i></p> |

| REF | Type | Description | Address | Response or response due by |
|-----|------|-------------|---------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | | | <p><i>overshadowing, loss of light or increase in artificial light or glare.</i></p> <p>S57 The Historic Environment: Conservation Area: Significant weight will be given to the protection and enhancement of Conservation Areas. In particular requirements p and q: Proposals should: p) <i>retain and reinforce local distinctiveness with reference to height, massing, scale, form, materials and plot widths of the existing built environment;</i> q) <i>assess, and mitigate against any negative impact the proposal might have on the townscape, roofscape, skyline and landscape.</i></p> |

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|----------------------|----------------------|------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|---------------|
| WL/2024/00520 | Planning application | Planning application to install air source heat pump. | NETTLEHAM INFANT SCHOOL ALL SAINTS LANE NETTLEHAM LINCOLN LN2 2NT | no objections |
| WL/2024/00494 | Planning application | Planning application for first floor extension above existing single garage. | 15 SHAW WAY NETTLEHAM LINCOLN LN2 2XS | No comments |

APPENDIX B



Schedule of Payments

July 2024

| Invoice Date | Ref | Supplier | Nett | VAT | Total |
|-----------------------|-----|-------------------------------|-----------------|----------------|-----------------|
| 14/06/2024 | 235 | ESPO | 94.50 | 18.90 | 113.40 |
| 17/06/2024 | 237 | ACTIVE8 | 29.25 | 5.85 | 35.10 |
| 17/06/2024 | 238 | WEST LINDSEY DISTRICT COUNCIL | 85.00 | 17.00 | 102.00 |
| 14/06/2024 | 239 | HCG | 1569.00 | 313.80 | 1882.80 |
| 17/06/2024 | 240 | SARA BRIGHT | 550.00 | 0.00 | 550.00 |
| 30/06/2024 | 244 | CLEAN SWEEP | 280.00 | 56.00 | 336.00 |
| 25/06/2024 | 245 | TR WESTON | 90.00 | 18.00 | 108.00 |
| 29/06/2024 | 246 | EXECUTIVE CLEANING | 99.00 | 0.00 | 99.00 |
| 26/06/2024 | 247 | COUNTY CUPS | 46.20 | 9.24 | 55.44 |
| 30/06/2024 | 248 | LINCOLN WEB DESIGN | 201.00 | 0.00 | 201.00 |
| 30/06/2024 | 249 | CONTINENTAL LANDSCAPES | 3429.11 | 685.82 | 4114.93 |
| 18/07/2024 | 250 | ACTIVE8 | 48.25 | 9.65 | 57.90 |
| 11/07/2024 | 251 | TYSON MOWERS | 71.66 | 14.33 | 85.99 |
| 03/07/2024 | 252 | LINCOLN PRINT | 26.40 | 5.28 | 31.68 |
| 16/07/2024 | 253 | BILLINGOROUGH PARISH COUNCIL | 375.00 | 0.00 | 375.00 |
| 08/07/2024 | 254 | NETTLEHAM FC | 1028.00 | 0.00 | 1028.00 |
| 17/07/2024 | 255 | LINDUM FIRE | 100.30 | 20.06 | 120.36 |
| 17/07/2024 | 256 | LINDUM FIRE | 94.36 | 18.87 | 113.23 |
| 17/07/2024 | 257 | LINDUM FIRE | 41.17 | 8.24 | 49.41 |
| 15/07/2024 | 258 | PPL PRS | 55.60 | 11.12 | 66.72 |
| 11/07/2024 | 259 | KONICA | 79.35 | 15.87 | 95.22 |
| 09/07/2024 | 260 | ANDREW DONOHOE | 47.00 | 0.00 | 47.00 |
| 02/07/2024 | 261 | RUDIES ROOTS | 770.70 | 154.14 | 924.84 |
| 17/07/2024 | 262 | LINCOLNSHIRE COUNTY COUNCIL | 600.00 | 0.00 | 600.00 |
| 02/07/2024 | 263 | TUCANN | 92.00 | 0.00 | 92.00 |
| 28/06/2024 | 264 | SHELLEY SIGNS | 190.00 | 38.00 | 228.00 |
| 22/07/2024 | 265 | ESPO | 193.45 | 38.69 | 232.14 |
| 25/07/2024 | 266 | ACTIVE8 | 24.99 | 5.00 | 29.99 |
| 10/07/2024 | 267 | MARK CROPPER | 450.00 | 0.00 | 450.00 |
| 17/07/2024 | 268 | PHS | 91.45 | 18.29 | 109.74 |
| 17/07/2024 | 269 | PHS | 674.01 | 134.80 | 808.81 |
| 17/07/2024 | 270 | PHS | 382.73 | 76.55 | 459.28 |
| TOTAL INVOICES | | | 11909.48 | 1693.50 | 13602.98 |

| | | | | | |
|-----------------------|-------|------------------------------|-----------------|----------------|-----------------|
| 10/06/2024 | CB109 | SMARTEST ENERGY | 230.48 | 11.52 | 242.00 |
| 10/06/2024 | CB110 | SMARTEST ENERGY | 102.86 | 5.14 | 108.00 |
| 07/06/2024 | CB111 | BT | 80.78 | 16.16 | 96.94 |
| 12/06/2024 | CB112 | AMAZON | 164.26 | 32.85 | 197.11 |
| 17/06/2024 | CB113 | SMARTEST ENERGY | 94.22 | 4.71 | 98.93 |
| 17/06/2024 | CB114 | SMARTEST ENERGY | 32.09 | 1.60 | 33.69 |
| 17/06/2024 | CB115 | SMARTEST ENERGY | 88.93 | 4.45 | 93.38 |
| 17/06/2024 | CB116 | AW WAVE | 162.56 | 0.00 | 162.56 |
| 17/06/2024 | CB117 | AW WAVE | 17.24 | 0.00 | 17.24 |
| 17/06/2024 | CB118 | AW WAVE | 56.39 | 0.00 | 56.39 |
| 21/06/2024 | CB119 | DATAPLAN PAYROLL LTD | 9934.04 | 0.00 | 9934.04 |
| 20/06/2024 | CB120 | VATIX | 49.00 | 9.80 | 58.80 |
| 20/06/2024 | CB121 | X2 Connect | 50.89 | 10.18 | 61.07 |
| 21/06/2024 | CB122 | EE | 94.93 | 18.99 | 113.92 |
| 24/06/2024 | CB123 | PERSONNEL ADVICE & SOLUTIONS | 100.00 | 20.00 | 120.00 |
| 26/06/2024 | CB124 | FLEETDRIVE MANAGEMENT | 306.00 | 61.19 | 367.19 |
| 28/06/2024 | CB125 | DATAPLAN PAYROLL LTD | 67.59 | 13.52 | 81.11 |
| 24/06/2024 | CB126 | PENINSULA | 169.43 | 33.89 | 203.32 |
| 03/07/2024 | CB127 | Joyce Lewis | 21.00 | 0.00 | 21.00 |
| 08/07/2024 | CB128 | BT | 80.78 | 16.16 | 96.94 |
| 10/07/2024 | CB129 | SMARTEST ENERGY | 102.86 | 5.14 | 108.00 |
| 10/07/2024 | CB130 | SMARTEST ENERGY | 230.48 | 11.52 | 242.00 |
| 16/07/2024 | CB131 | OCTOPUS ENERGY LTD. | 207.31 | 10.36 | 217.67 |
| 16/07/2024 | CB132 | PUBLIC WORKS LOAN BOARD | 5758.16 | 0.00 | 5758.16 |
| 17/07/2024 | CB133 | SMARTEST ENERGY | 14.56 | 0.73 | 15.29 |
| 17/07/2024 | CB134 | SMARTEST ENERGY | 28.30 | 1.42 | 29.72 |
| 22/07/2024 | CB136 | FLEETDRIVE MANAGEMENT | 306.00 | 61.19 | 367.19 |
| 22/07/2024 | CB137 | EE | 94.93 | 18.99 | 113.92 |
| 22/07/2024 | CB138 | PERSONNEL ADVICE & SOLUTIONS | 100.00 | 20.00 | 120.00 |
| 19/07/2024 | CB139 | VATIX | 49.00 | 9.80 | 58.80 |
| 17/07/2024 | CB135 | SMARTEST ENERGY | 62.15 | 3.11 | 65.26 |
| 23/07/2024 | CB140 | PENINSULA | 169.43 | 33.89 | 203.32 |
| TOTAL CASHBOOK | | | 19026.65 | 436.31 | 19462.96 |
| TOTAL PAYMENTS | | | 30936.13 | 2129.81 | 33065.94 |



Schedule of Payments

August 2024

| Invoice Date | Ref | Supplier | Nett | VAT | Total |
|-----------------------|-----|---------------------|-----------------|----------------|-----------------|
| 31/07/2024 | 271 | CLEAN SWEEP | 350 | 70 | 420 |
| 25/07/2024 | 272 | SAFETYSIGNS | 121.76 | 24.36 | 146.12 |
| 12/08/2024 | 274 | ESPO | 230.65 | 46.13 | 276.78 |
| 12/08/2024 | 275 | ESPO | 10 | 2 | 12 |
| 05/08/2024 | 276 | ACTIVE8 | 44.37 | 8.87 | 53.24 |
| 31/07/2024 | 277 | EXECUTIVE CLEANING | 72 | 0 | 72 |
| 13/08/2024 | 278 | PPLPRS | 282.31 | 56.46 | 338.77 |
| 01/08/2024 | 279 | TYSONN FABRICATIONS | 85 | 0 | 85 |
| 12/08/2024 | 280 | JAMES HEATH | 35 | 0 | 35 |
| 29/07/2024 | 281 | ELAN | 5207.92 | 1041.58 | 6249.5 |
| 31/07/2024 | 282 | LINC WEB DESIGN | 171 | 0 | 171 |
| 26/07/2024 | 283 | SARA BRIGHT | 1210 | 0 | 1210 |
| 31/07/2024 | 284 | CONTINENTAL | 2988.28 | 597.66 | 3585.94 |
| 31/07/2024 | 285 | CONTINENTAL | 250 | 50 | 300 |
| 07/08/2024 | 286 | TUCANN | 485 | 97 | 582 |
| 07/08/2024 | 287 | ELAN | 127.26 | 25.45 | 152.71 |
| 22/06/2024 | 288 | TUCANN | 102 | 20.4 | 122.4 |
| 08/08/2024 | 289 | AKO | 810 | 162 | 972 |
| 15/08/2024 | 290 | PPLPRS | 148.08 | 29.62 | 177.7 |
| 01/08/2024 | 291 | B KNIGHTS | 539.7 | 107.94 | 647.64 |
| 20/08/2024 | 292 | Active 8 | 24.99 | 5 | 29.99 |
| TOTAL INVOICES | | | 13295.32 | 2344.47 | 15639.79 |

| | | | | | |
|-----------------------|-------|-----------------------|----------------|---------------|----------------|
| 30/07/2024 | CB141 | BT | 95.04 | 19.01 | 114.05 |
| 30/07/2024 | CB142 | Facilities Manager | 21.15 | | 21.15 |
| 30/07/2024 | CB143 | DATAPLAN PAYROLL LTD | 67.59 | 13.52 | 81.11 |
| 05/08/2024 | CB144 | Co-operative Bank | 13.96 | | 13.96 |
| 31/07/2024 | CB145 | MG Displays | 89.49 | 17.9 | 107.39 |
| 07/08/2024 | CB146 | BT | 80.78 | 16.16 | 96.94 |
| 14/08/2024 | CB147 | SMARTEST ENERGY | 66.67 | 3.33 | 70 |
| 14/08/2024 | CB148 | SMARTEST ENERGY | 30.92 | 1.55 | 32.47 |
| 14/08/2024 | CB149 | SMARTEST ENERGY | 51.11 | 2.56 | 53.67 |
| 14/08/2024 | CB150 | SMARTEST ENERGY | 186.67 | 9.33 | 196 |
| 14/08/2024 | CB151 | SMARTEST ENERGY | 102.86 | 5.14 | 108 |
| 20/08/2024 | CB152 | FLEETDRIVE MANAGEMENT | 306 | 61.19 | 367.19 |
| TOTAL CASHBOOK | | | 1112.24 | 149.69 | 1261.93 |

| | | | |
|-----------------------|-----------------|----------------|-----------------|
| TOTAL PAYMENTS | 14407.56 | 2494.16 | 16901.72 |
|-----------------------|-----------------|----------------|-----------------|



Schedule of Payments

September 2024

| Invoice Date | Ref | Supplier | Nett | VAT | Total |
|-----------------------|-----|--------------------|----------------|---------------|----------------|
| 31/08/2024 | 293 | CLEAN SWEEP | 300.00 | 60.00 | 360.00 |
| 04/09/2024 | 295 | NETTLEHAMFC | 578.00 | 0.00 | 578.00 |
| 29/08/2024 | 296 | ALLEN SIGNS | 143.06 | 28.61 | 171.67 |
| 31/08/2024 | 297 | EXECUTIVE CLEANING | 72.00 | 0.00 | 72.00 |
| 31/08/2024 | 298 | LINC WEB DESIGN | 171.00 | 0.00 | 171.00 |
| 31/08/2024 | 299 | AEGIS | 106.00 | 21.20 | 127.20 |
| 10/09/2024 | 300 | TUCANN | 102.00 | 20.40 | 122.40 |
| 16/08/2024 | 301 | TRUELOVE | 235.00 | 0.00 | 235.00 |
| 12/09/2024 | 302 | ACTIVE8 | 48.91 | 9.78 | 58.69 |
| 27/08/2024 | 303 | TRUEWINDOW | 135.00 | 27.00 | 162.00 |
| TOTAL INVOICES | | | 1890.97 | 166.99 | 2057.96 |

| | | | | | |
|-----------------------|--------|------------------------------|-----------------|--------------|-----------------|
| 21/08/2024 | CB153 | VATIX | 49.00 | 9.80 | 58.80 |
| 21/08/2024 | CB154 | EE | 95.56 | 19.11 | 114.67 |
| 22/08/2024 | CB155 | PERSONNEL ADVICE & SOLUTIONS | 100.00 | 20.00 | 120.00 |
| 23/08/2024 | CB156 | Peninsula | 169.43 | 33.89 | 203.32 |
| 22/08/2024 | TF | UNITY CURRENT | 25000.00 | 0.00 | 25000.00 |
| 23/08/2024 | CB156A | DATAPLAN PAYROLL LTD | 9947.33 | 0.00 | 9947.33 |
| 29/08/2024 | CB157 | AW WAVE | 25.30 | 0.00 | 25.30 |
| 29/08/2024 | CB158 | AW WAVE | 17.56 | 0.00 | 17.56 |
| 29/08/2024 | CB159 | AW WAVE | 140.27 | 0.00 | 140.27 |
| 29/08/2024 | CB160 | AW WAVE | 19.50 | 0.00 | 19.50 |
| 29/08/2024 | TF | CHARITY BANK | 10000.00 | 0.00 | 10000.00 |
| 30/08/2024 | CB161 | DATAPLAN PAYROLL LTD | 67.59 | 13.52 | 81.11 |
| 30/08/2024 | TF | CHARITY BANK | 10000.00 | 0.00 | 10000.00 |
| TOTAL CASHBOOK | | | 55631.54 | 96.32 | 55727.86 |

| | | | |
|-----------------------|-----------------|---------------|-----------------|
| TOTAL PAYMENTS | 57522.51 | 263.31 | 57785.82 |
|-----------------------|-----------------|---------------|-----------------|

| Key: Green – complete Amber - in progress Black - outstanding | | | | |
|------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|-------------------------------------------------------------|--------------------|
| Minute No | Action | Assigned to | Notes | Status |
| NPC Full Council 19/03/24 | | | | |
| 8c | <i>RFO also to report back on funds held in John Moss account to allow Council to resolve how these should be distributed.</i> | <i>RFO</i> | | In progress |
| NPC Full Council 21/05/24 | | | | |
| 10. | <i>RFO to work through prioritised list of banks to open accounts as available and keep the Finance Committee informed.</i> | <i>RFO</i> | | In Progress |
| NPC Full Council 18/06/24 | | | | |
| 6b | <i>RFO to investigate expenditure code for the Play Fort and budget allocation for salaries and amend as appropriate.</i> | | | |
| 8b | <i>Facilities Manager to include pest control contract review on the Property Committee Agenda</i> | <i>Clerk/FA</i> | <i>Pest control to be on next Property Committee Agenda</i> | In progress |
| 8c | <i>Clerk and Councillors to consider the format and remit of Highways working Group</i> | | <i>on this agenda</i> | In progress |
| 8e | <i>Clerk to update the Terms of Reference of Council Working Groups, Lead Councillors to cascade information regarding the use of the Working Group Activity Registration Form and process to all working group members.</i> | | | |

| NPC Full Council 24/09/2024 | | | | |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|--------------------------------|-----------------------------------------------------------------------------------------------------------|
| <u>6</u> | <i>Clerk to arrange Allotment Software purchase as appropriate. RFO to arrange energy contracts and investment of funds in Redwood Bank</i> | <i>Clerk RFO</i> | <i>In progress as required</i> | <i>In progress Complete</i> |
| <u>7</u> | <i>Facilities Manager and Working Groups to implement Management Plans. Facilities Manager to arrange change of cleaning contract. H&S Working group to review policy. Clerk & RFO to liaise with Cllr Crooks / Minster Fields Community Group to arrange play equipment.</i> | <i>FM WG Clerk RFO</i> | | <i>Ongoing /In progress Complete Ongoing /In progress Ongoing /In progress</i> |
| <u>8</u> | <i>Clerk to contact LCC regarding their trees and any potential SLA. Clerk to amend Tree policy and publish.</i> | <i>Clerk</i> | <i>No response received</i> | <i>Complete</i> |
| <u>10</u> | <i>Facilities Manager to arrange for salt delivery and checking of Grit Bins. Clerk to respond to correspondence as appropriate (Poppies & 2025 Annual Parish Meeting).</i> | <i>Clerk FM</i> | | <i>In progress Complete</i> |
| <u>13</u> | <i>Clerk/ Facilities Manager to contact family to offer bench / arrange instalment. Clerk to produce Bench policy updates</i> | <i>Clerk FM</i> | <i>Awaiting response</i> | <i>Complete</i> |
| <u>14</u> | <i>Clerk to respond to offer of land .</i> | <i>Clerk</i> | | <i>Complete</i> |
| <u>15</u> | <i>Clerk to publicise the Ray Sellars Award, Clerk / Chair to arrange Extraordinary Meeting.</i> | <i>Clerk Clerk/ Chair</i> | | <i>Complete but further promotion of the Award to take place</i> |



Schedule of Payments

October 2024

| Invoice Date | Ref | Supplier | Nett | VAT | Total |
|-----------------------|-----|-----------------|-----------------|----------------|-----------------|
| 23/09/2024 | 304 | ACTIVE8 | 27.55 | 5.51 | 33.06 |
| 23/09/2024 | 305 | PESTCOTEK | 149.00 | 29.80 | 178.80 |
| 03/07/2024 | 306 | ELAN | 195.78 | 39.16 | 234.94 |
| 25/09/2024 | 307 | KONICA | 59.61 | 11.92 | 71.53 |
| 09/09/2024 | 308 | B KNIGHTS | 36.50 | 7.30 | 43.80 |
| 22/09/2024 | 309 | TUCANN | 102.00 | 20.40 | 122.40 |
| 24/09/2024 | 310 | LINCOLNSEURITY | 85.00 | 17.00 | 102.00 |
| 30/09/2024 | 311 | CLEAN SWEEP | 375.00 | 75.00 | 450.00 |
| 26/09/2024 | 312 | LOCAL PRINTER | 245.00 | 6.00 | 251.00 |
| 30/09/2024 | 313 | ACTIVE8 | 48.91 | 9.78 | 58.69 |
| 30/09/2024 | 314 | WLDC | 600.00 | 0.00 | 600.00 |
| 26/09/2024 | 315 | TRUEWINDOW | 187.75 | 37.55 | 225.30 |
| 30/07/2024 | 316 | HCG | 1727.00 | 345.40 | 2072.40 |
| 26/09/2024 | 317 | WICKSTEED | 29619.38 | 5923.88 | 35543.26 |
| 26/09/2024 | 318 | PESTCOTEK | 25.00 | 5.00 | 30.00 |
| 17/07/2024 | 319 | ELAN | 222.07 | 44.41 | 266.48 |
| 30/09/2024 | 320 | LINC WEB DESIGN | 141.00 | 0.00 | 141.00 |
| 05/08/2024 | 321 | NETTLEHAMFC | 1006.00 | 0.00 | 1006.00 |
| TOTAL INVOICES | | | 34852.55 | 6578.11 | 41430.66 |

Invoice under query

| | | | | | |
|-----------------------|-------|-----------------------|-----------------|---------------|-----------------|
| 05/09/2024 | CB162 | Co-operative Bank | 13.96 | | 13.96 |
| 05/09/2024 | CB163 | JANE ASHBY | 15.75 | | 15.75 |
| 09/09/2024 | CB164 | BT | 80.78 | 16.16 | 96.94 |
| 11/09/2024 | CB165 | WICKES | 62.25 | 12.45 | 74.7 |
| 11/09/2024 | CB167 | SMARTEST ENERGY | 102.86 | 5.14 | 108 |
| 11/09/2024 | CB168 | SMARTEST ENERGY | 186.67 | 9.33 | 196 |
| 16/09/2024 | CB166 | SMARTEST ENERGY | 171.47 | 8.57 | 180.04 |
| 17/09/2024 | CB169 | AW WAVE | 52.36 | | 52.36 |
| 17/09/2024 | CB170 | AW WAVE | 69.36 | | 69.36 |
| 17/09/2024 | CB171 | AW WAVE | 707.75 | | 707.75 |
| 19/09/2024 | CB172 | VATIX | 58.8 | | 58.8 |
| 20/09/2024 | CB181 | AMAZON | 164.9 | | 164.9 |
| 23/09/2024 | CB173 | FLEETDRIVE MANAGEMENT | 306 | 61.19 | 367.19 |
| 23/09/2024 | CB174 | PERSONNEL ADVICE & | 100 | 20 | 120 |
| 23/09/2024 | CB175 | EE | 95.56 | 19.11 | 114.67 |
| 23/09/2024 | BACS | DATAPLAN PAYROLL LTD | 9920.33 | | 9920.33 |
| 23/09/2024 | CB178 | PENINSULA | 171.02 | 32.3 | 203.32 |
| 23/09/2024 | CB178 | PENINSULA | -171.02 | -32.3 | -203.32 |
| 25/09/2024 | CB176 | SCREWFIX - TRADE UK | 9.3 | 1.86 | 11.16 |
| 26/09/2024 | CB177 | Cllr C Johnson | 67.2 | | 67.2 |
| 30/09/2024 | CB180 | DATAPLAN PAYROLL LTD | 67.59 | 13.52 | 81.11 |
| 23/09/2024 | CB178 | PENINSULA | 171.02 | 32.3 | 203.32 |
| 30/09/2024 | CB179 | Unity Trust Bank | 35.25 | | 35.25 |
| TOTAL CASHBOOK | | | 12459.16 | 199.63 | 12658.79 |

| | | | |
|-----------------------|-----------------|----------------|-----------------|
| TOTAL PAYMENTS | 47311.71 | 6777.74 | 54089.45 |
|-----------------------|-----------------|----------------|-----------------|

| | |
|----------------------|----------------------|
| Authorised Signatory | Authorised Signatory |
| Print Name | Print Name |
| Date | Date |



**Nettleham
Parish Council**

Accounting Statements

Financial Year Ending 31st March 2025

Period Ending 30th September 2024

Month 6



BANK RECONCILIATION AND CASH POSITION

27th September 2024

| | | |
|---------------------------------------|-----------------------------------|------------------|
| Account balance as at 27/09/24 | Co Op Current Account | 27331.00 |
| | Co Op 14 Day Account | 219587.51 |
| | Co Op Instant Access | 5446.45 |
| | Unity Current Account | 21663.30 |
| | Unity Savings Account | 100210.96 |
| | Charity Bank | 100000.00 |
| | Total Funds as at 29/02/24 | 474239.22 |
| General Reserves | 3 months running costs | 55013.25 |
| Earmarked Reserves | 320 EM RESERVE - LARCH AVE - S10 | 23235.00 |
| | 322 EARMARKED RESERVES MP | 9343.61 |
| | 323 EARMARKED RESERVES OS | 12025.55 |
| | 324 EM RESERVE - MAJOR PROJECT: | 33249.00 |
| | 326 BILL BAILEY'S CAPITAL PROJECT | 20104.19 |
| | 328 EM RESERVE MP PLAY EQUIP | 50103.00 |
| | 329 EM RESERVE TENNIS COURT | 26360.00 |
| | 333 EM Reserve BG- Memorial Safe | 3555.00 |
| | 334 EMR Village Beck | 3500.00 |
| | 335 EMR TS-BURIAL GD EXT | 11242.14 |
| | 336 EMR FP-Permissive Paths | 1207.00 |
| | 337 EMR ELECTION COSTS | 3476.85 |
| | 338 EMR LEGAL COSTS | 2010.00 |
| | 339 EMR TREE WORKS RESERVE | 6420.00 |
| | 340 EMR MINSTER FIELDS | 1000.00 |
| | 341 EMR CIL -COMM INFRASTR LEV | 25416.63 |
| | 350 CAPITAL RECEIPTS RESERVE | 6357.00 |
| | Total reserves | 238604.97 |
| | REMAINING FUNDS | 180621.00 |

Summary Income & Expenditure by Budget Heading 27/09/2024

Month No: 6

Cost Centre Report

| | | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent |
|-----|--------------------------------|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------|
| 101 | ADMINISTRATION | | | | | | | |
| | Income | 56 | 205,568 | 208,007 | 2,439 | | | 98.8% |
| | Expenditure | 915 | 62,259 | 156,587 | 94,328 | 323 | 94,005 | 40.0% |
| | Net Income over Expenditure | <u>(859)</u> | <u>143,309</u> | <u>51,420</u> | <u>(91,889)</u> | | | |
| | plus Transfer from EMR | 0 | 0 | 0 | 0 | | | |
| | less Transfer to EMR | 0 | 0 | 0 | 0 | | | |
| | Movement to/(from) Gen Reserve | <u>(859)</u> | <u>143,309</u> | <u>51,420</u> | <u>(91,889)</u> | | | |
| 102 | OLD SCHOOL | | | | | | | |
| | Income | 1,608 | 16,860 | 29,250 | 12,390 | | | 57.6% |
| | Expenditure | 460 | 7,038 | 21,890 | 14,852 | 3,527 | 11,325 | 48.3% |
| | Movement to/(from) Gen Reserve | <u>1,148</u> | <u>9,821</u> | | | | | |
| 103 | BURIAL GROUNDS | | | | | | | |
| | Income | 1,475 | 7,795 | 15,000 | 7,205 | | | 52.0% |
| | Expenditure | 149 | 1,954 | 5,106 | 3,152 | | 3,152 | 38.3% |
| | Movement to/(from) Gen Reserve | <u>1,326</u> | <u>5,841</u> | | | | | |
| 104 | ALLOTMENTS | | | | | | | |
| | Income | 0 | 0 | 23 | 23 | | | 0.0% |
| | Expenditure | 287 | 305 | 903 | 598 | | 598 | 33.7% |
| | Movement to/(from) Gen Reserve | <u>(287)</u> | <u>(305)</u> | | | | | |
| 105 | VILLAGE/PARISH FACILITES | | | | | | | |
| | Income | 0 | 2,000 | 0 | (2,000) | | | 0.0% |
| | Expenditure | 697 | 16,141 | 37,412 | 21,271 | 33,155 | (11,884) | 131.8% |
| | Net Income over Expenditure | <u>(697)</u> | <u>(14,141)</u> | <u>(37,412)</u> | <u>(23,271)</u> | | | |
| | plus Transfer from EMR | 0 | 0 | 0 | 0 | | | |
| | Movement to/(from) Gen Reserve | <u>(697)</u> | <u>(14,141)</u> | <u>(37,412)</u> | <u>(23,271)</u> | | | |
| 106 | MULSANNE PARK | | | | | | | |
| | Income | 111 | 916 | 11,500 | 10,584 | | | 8.0% |
| | Expenditure | 1,805 | 10,555 | 20,725 | 10,170 | 1,194 | 8,976 | 56.7% |
| | Net Income over Expenditure | <u>(1,695)</u> | <u>(9,638)</u> | <u>(9,225)</u> | <u>413</u> | | | |
| | plus Transfer from EMR | 0 | 0 | 0 | 0 | | | |
| | less Transfer to EMR | 0 | 0 | 0 | 0 | | | |
| | Movement to/(from) Gen Reserve | <u>(1,695)</u> | <u>(9,638)</u> | <u>(9,225)</u> | <u>413</u> | | | |
| 107 | BISHOPS PALACE SITE | | | | | | | |
| | Expenditure | 0 | 466 | 3,805 | 3,339 | | 3,339 | 12.2% |
| 108 | NEIGHBOURHOOD PLAN | | | | | | | |
| | Expenditure | 0 | 485 | 2,400 | 1,915 | | 1,915 | 20.2% |
| | plus Transfer from EMR | 0 | 0 | 0 | 0 | | | |
| | less Transfer to EMR | 0 | 0 | 0 | 0 | | | |
| | Movement to/(from) Gen Reserve | <u>0</u> | <u>(485)</u> | <u>(2,400)</u> | <u>(1,915)</u> | | | |
| 109 | PARISH OFFICE | | | | | | | |
| | Expenditure | 256 | 960 | 111 | (849) | | (849) | 864.9% |
| 112 | THE SWATHE | | | | | | | |
| | Expenditure | (15,833) | 300 | 1,200 | 900 | | 900 | 25.0% |
| 120 | LCC - GRASS CUTTING | | | | | | | |
| | Income | 0 | 0 | 2,646 | 2,646 | | | 0.0% |
| | Expenditure | 0 | 5,962 | 10,565 | 4,603 | | 4,603 | 56.4% |
| | Movement to/(from) Gen Reserve | <u>0</u> | <u>(5,962)</u> | | | | | |
| 130 | CAPITAL EXPENDITURE | | | | | | | |
| | Expenditure | 0 | 0 | 4,258 | 4,258 | 300 | 3,958 | 7.0% |
| | plus Transfer from EMR | 0 | 0 | 0 | 0 | | | |
| | less Transfer to EMR | 0 | 0 | 0 | 0 | | | |
| | Movement to/(from) Gen Reserve | <u>0</u> | <u>0</u> | <u>(4,258)</u> | <u>(4,258)</u> | | | |

Summary Income & Expenditure by Budget Heading 27/09/2024

Month No: 6

Cost Centre Report

| | | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent |
|--------------------------------|--------------------------------|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|
| 131 CAPITAL INCOME | Income | 0 | 6,262 | 4,000 | (2,262) | | | 156.5% |
| | plus Transfer from EMR | 0 | 0 | 0 | 0 | | | |
| | less Transfer to EMR | 0 | 0 | 0 | 0 | | | |
| | Movement to/(from) Gen Reserve | <u>0</u> | <u>6,262</u> | <u>4,000</u> | <u>(2,262)</u> | | | |
| 201 FIELDPATHS | Expenditure | 0 | 756 | 2,414 | 1,658 | | 1,658 | 31.3% |
| Grand Totals:- Income | | 3,249 | 239,401 | 270,426 | 31,025 | | | 88.5% |
| Expenditure | | (11,263) | 107,181 | 267,376 | 160,195 | 38,498 | 121,697 | 54.5% |
| Net Income over Expenditure | | <u>14,512</u> | <u>132,220</u> | <u>3,050</u> | <u>(129,170)</u> | | | |
| | plus Transfer from EMR | 0 | 0 | 0 | 0 | | | |
| | less Transfer to EMR | 0 | 0 | 0 | 0 | | | |
| Movement to/(from) Gen Reserve | | <u>14,512</u> | <u>132,220</u> | <u>3,050</u> | <u>(129,170)</u> | | | |

Detailed Income & Expenditure by Budget Heading 27/09/2024

Month No: 6

Cost Centre Report

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|-----------------------------------------------|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|-------------------------|
| 101 ADMINISTRATION | | | | | | | | |
| 1176 PRECEPT RECEIVED | 0 | 201,500 | 201,500 | 0 | | | 100.0% | |
| 1183 ADM - INCOME JOHN MOSS | 3 | 407 | 7 | (400) | | | 5819.0% | |
| 1184 ADM - INCOME MISC | 53 | 257 | 300 | 43 | | | 85.7% | |
| 1196 ADM - INTEREST REC'D | 0 | 3,403 | 6,200 | 2,797 | | | 54.9% | |
| ADMINISTRATION :- Income | 56 | 205,568 | 208,007 | 2,439 | | | 98.8% | 0 |
| 1101 ADM - STAFF SALARIES | 0 | 46,753 | 116,326 | 69,573 | | 69,573 | 40.2% | |
| 1104 ADM - CONTRACTOR COSTS | 231 | 2,551 | 3,600 | 1,049 | | 1,049 | 70.9% | |
| 1108 ADM - TRAINING | 0 | 205 | 2,000 | 1,795 | 120 | 1,675 | 16.3% | |
| 1109 ADM - STAFF TRAVEL | 0 | 0 | 215 | 215 | | 215 | 0.0% | |
| 1112 ADM - WATER | 0 | 0 | 410 | 410 | | 410 | 0.0% | |
| 1114 ADM - ELECTRICITY | 0 | 0 | 1,890 | 1,890 | | 1,890 | 0.0% | |
| 1116 ADM - CLEANING MATERIALS | 0 | 3 | 40 | 37 | | 37 | 6.9% | |
| 1117 ADM - CHAIRMAN'S ALL | 0 | 0 | 250 | 250 | | 250 | 0.0% | |
| 1119 ADM - IT MANAGEMENT | 247 | 5,328 | 10,000 | 4,672 | 27 | 4,645 | 53.6% | |
| 1120 ADM - MISC EST COSTS | 0 | 11 | 420 | 409 | | 409 | 2.7% | |
| 1121 ADM - TELEPHONE/BROADBAND | 176 | 1,242 | 2,550 | 1,308 | | 1,308 | 48.7% | |
| 1122 ADM - POSTAGE | 0 | 0 | 50 | 50 | | 50 | 0.0% | |
| 1123 ADM - PRINT/STATIONERY | 0 | 344 | 1,000 | 656 | 77 | 579 | 42.1% | |
| 1124 ADM - SUBSCRIPTIONS | 0 | (293) | 900 | 1,193 | | 1,193 | (32.6%) | |
| 1125 ADM - INSURANCE | 0 | 5,019 | 4,650 | (369) | | (369) | 107.9% | |
| 1126 ADM - PROP. REPORTS | 0 | 0 | 50 | 50 | | 50 | 0.0% | |
| 1127 ADM - P/COPIER CONTRCT | 60 | 218 | 140 | (78) | | (78) | 155.9% | |
| 1129 ADM - ADVERTISING | 102 | 194 | 500 | 306 | | 306 | 38.8% | |
| 1130 ADM - OFFICE EQUIPMENT | 0 | 0 | 1,500 | 1,500 | | 1,500 | 0.0% | |
| 1137 ADM - ROUTINE REPAIRS/MAINTENC | 85 | 277 | 300 | 23 | | 23 | 92.3% | |
| 1140 ADM - REFUSE COLLECTION | 0 | 345 | 250 | (95) | | (95) | 138.0% | |
| 1154 ADM - VILLAGE HALL LOAN | 0 | 0 | 3,782 | 3,782 | | 3,782 | 0.0% | |
| 1157 ADM - AUDIT FEES | 0 | (630) | 1,450 | 2,080 | | 2,080 | (43.4%) | |
| 1158 ADM - BANK FEES | 14 | 93 | 164 | 71 | | 71 | 56.6% | |
| 1162 ADM - S137 GRANTS | (600) | 0 | 150 | 150 | | 150 | 0.0% | |
| 1163 ADM - LEGAL EXPENSES | 0 | 0 | 1,000 | 1,000 | | 1,000 | 0.0% | |
| 1164 ADM - GRANTS GENERAL | 600 | 600 | 1,000 | 400 | | 400 | 60.0% | |
| 1165 ADM - CLIMATE CHANGE INITIATIV | 0 | 0 | 2,000 | 2,000 | 98 | 1,902 | 4.9% | |
| ADMINISTRATION :- Indirect Expenditure | 915 | 62,259 | 156,587 | 94,328 | 323 | 94,005 | 40.0% | 0 |
| Net Income over Expenditure | (859) | 143,309 | 51,420 | (91,889) | | | | |
| 102 OLD SCHOOL | | | | | | | | |
| 1281 OS-SMALL ROOM | 397 | 7,047 | 13,500 | 6,453 | | | 52.2% | |

Detailed Income & Expenditure by Budget Heading 27/09/2024

Month No: 6

Cost Centre Report

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|-----------------------------------------------|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|-------------------------|
| 1282 OS-LARGE ROOM | 973 | 8,829 | 15,000 | 6,171 | | | 58.9% | |
| 1283 OS-KITCHEN | 199 | 572 | 500 | (72) | | | 114.5% | |
| 1284 OS-MISC INCOME | 0 | 21 | 0 | (21) | | | 0.0% | |
| 1285 OS-STORAGE INCOME | 12 | 210 | 250 | 40 | | | 84.0% | |
| 1287 OS-MEETING ROOM INCOME | 26 | 180 | 0 | (180) | | | 0.0% | |
| OLD SCHOOL :- Income | 1,608 | 16,860 | 29,250 | 12,390 | | | 57.6% | 0 |
| 1204 OS-CONTRACTOR COSTS | 120 | 2,963 | 3,685 | 722 | 1,727 | (1,005) | 127.3% | |
| 1212 OS-WATER | 0 | 285 | 400 | 115 | | 115 | 71.2% | |
| 1214 OS-ELECTRICITY | 103 | 1,008 | 2,200 | 1,192 | | 1,192 | 45.8% | |
| 1215 OS-GAS | 0 | 1,115 | 4,410 | 3,295 | | 3,295 | 25.3% | |
| 1216 OS-CLEANING MATERIAL | 0 | 190 | 610 | 420 | 124 | 296 | 51.6% | |
| 1219 OS-PERFORMING RIGHTS | 0 | 0 | 60 | 60 | | 60 | 0.0% | |
| 1220 OS-MISCELLANEOUS | 0 | 0 | 50 | 50 | 19 | 31 | 37.2% | |
| 1231 OS-ADVERTISING | 102 | 102 | 300 | 198 | | 198 | 34.0% | |
| 1237 OS-ROUTINE MAINT/REPAIRS | 135 | 501 | 2,000 | 1,499 | 1,657 | (158) | 107.9% | |
| 1240 OS-REFUSE COLLECTION | 0 | 874 | 440 | (434) | | (434) | 198.6% | |
| 1253 OS-LOAN REPAYMENTS | 0 | 0 | 7,735 | 7,735 | | 7,735 | 0.0% | |
| OLD SCHOOL :- Indirect Expenditure | 460 | 7,038 | 21,890 | 14,852 | 3,527 | 11,325 | 48.3% | 0 |
| Net Income over Expenditure | 1,148 | 9,821 | 7,360 | (2,461) | | | | |
| 103 BURIAL GROUNDS | | | | | | | | |
| 1381 BG-INCOME | 1,475 | 7,795 | 15,000 | 7,205 | | | 52.0% | |
| BURIAL GROUNDS :- Income | 1,475 | 7,795 | 15,000 | 7,205 | | | 52.0% | 0 |
| 1312 BG-WATER RATES | 0 | 42 | 85 | 43 | | 43 | 49.4% | |
| 1320 BG-MISCELLANEOUS | 0 | 12 | 100 | 88 | | 88 | 12.2% | |
| 1336 BG-GRASS CUTTING | 0 | 1,533 | 3,321 | 1,788 | | 1,788 | 46.2% | |
| 1337 BG-ROUTINE MAINTENANCE | 149 | 367 | 500 | 133 | | 133 | 73.4% | |
| 1340 BG-REFUSE COLLECTION | 0 | 0 | 100 | 100 | | 100 | 0.0% | |
| 1342 BG-TREE MAINTENANCE | 0 | 0 | 1,000 | 1,000 | | 1,000 | 0.0% | |
| BURIAL GROUNDS :- Indirect Expenditure | 149 | 1,954 | 5,106 | 3,152 | 0 | 3,152 | 38.3% | 0 |
| Net Income over Expenditure | 1,326 | 5,841 | 9,894 | 4,053 | | | | |
| 104 ALLOTMENTS | | | | | | | | |
| 1481 ALL-INCOME | 0 | 0 | 23 | 23 | | | 0.0% | |
| ALLOTMENTS :- Income | 0 | 0 | 23 | 23 | | | 0.0% | 0 |
| 1412 ALL-WATER RATES | 52 | 70 | 250 | 180 | | 180 | 27.8% | |
| 1413 ALL-RENT | 0 | 0 | 53 | 53 | | 53 | 0.0% | |

Detailed Income & Expenditure by Budget Heading 27/09/2024

Month No: 6

Cost Centre Report

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|---------------------------------------------------------|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------------|-------------------------|
| 1437 ALL-ROUTINE MAINTENANCE | 235 | 235 | 500 | 265 | | 265 | 47.0% | |
| 1438 ALL-ELECTRICITY | 0 | 0 | 100 | 100 | | 100 | 0.0% | |
| ALLOTMENTS :- Indirect Expenditure | 287 | 305 | 903 | 598 | 0 | 598 | 33.7% | 0 |
| Net Income over Expenditure | (287) | (305) | (880) | (575) | | | | |
| 105 VILLAGE/PARISH FACILITES | | | | | | | | |
| 1577 VF-MISCELLANEOUS INCOME | 0 | 2,000 | 0 | (2,000) | | | 0.0% | |
| VILLAGE/PARISH FACILITES :- Income | 0 | 2,000 | 0 | (2,000) | | | | 0 |
| 1503 VF -TRAVEL ALLOW - F/STAFF | 16 | 37 | 112 | 75 | | 75 | 32.9% | |
| 1504 VF-CONTRACTOR COSTS | 0 | 0 | 1,000 | 1,000 | 429 | 571 | 42.9% | |
| 1505 VF - WORKS VEHICLE | 306 | 1,842 | 4,200 | 2,358 | 0 | 2,358 | 43.9% | |
| 1512 VF-WATER RATES | 0 | 36 | 60 | 24 | | 24 | 60.3% | |
| 1514 VF-ELECTRICITY | 0 | 0 | 160 | 160 | | 160 | 0.0% | |
| 1519 VF-PERFORMANCE RIGHTS | 0 | 148 | 0 | (148) | | (148) | 0.0% | |
| 1520 VF-MISCELLANEOUS | 0 | 235 | 750 | 515 | 345 | 170 | 77.3% | |
| 1521 VF - SPEED REDUCTION | 196 | 6,522 | 7,000 | 478 | 822 | (344) | 104.9% | |
| 1532 VF - COMMUNITY EVENTS | 0 | 26 | 600 | 574 | | 574 | 4.4% | |
| 1533 VF-CHRISTMAS TREE COSTS | 0 | 0 | 2,000 | 2,000 | | 2,000 | 0.0% | |
| 1534 VF-FLORAL DISPLAYS | 0 | 771 | 2,000 | 1,229 | | 1,229 | 38.5% | |
| 1536 VF-GRASS CUTTING | 0 | 2,474 | 5,730 | 3,256 | | 3,256 | 43.2% | |
| 1537 VF-ROUTINE MAINTENANCE | 0 | 498 | 1,000 | 502 | 105 | 397 | 60.3% | |
| 1539 VF-VILLAGE GREEN TEL KIOSK | 233 | 373 | 500 | 127 | | 127 | 74.6% | |
| 1540 VF-REFUSE COLLECTION | 0 | 85 | 50 | (35) | | (35) | 170.0% | |
| 1541 VF-WEED SPRAYING | 0 | 854 | 1,400 | 546 | | 546 | 61.0% | |
| 1542 VF-TREE MAINTENANCE | 0 | 1,940 | 4,000 | 2,060 | 1,780 | 280 | 93.0% | |
| 1544 VF-TREE MAINTENANCE HIGHWAYS | 0 | 0 | 500 | 500 | | 500 | 0.0% | |
| 1546 VF-PLAY EQUIP REPAIR & SERVICE | 0 | 60 | 2,600 | 2,540 | 29,619 | (27,079) | 1141.5% | |
| 1551 VF-VILLAGE SEATS - MAINTENANCE | 37 | 58 | 1,000 | 942 | | 942 | 5.8% | |
| 1552 VF - TELEPHONE KIOSK | (90) | 0 | 0 | 0 | | 0 | 0.0% | |
| 1564 VF - DEFIBRILATOR | 0 | (325) | 100 | 425 | | 425 | (325.0%) | |
| 1565 VF - PPE EQUIPMENT | 0 | 86 | 650 | 564 | 38 | 526 | 19.1% | |
| 1566 VF - TOOLS /SUNDRIES | 0 | 266 | 2,000 | 1,734 | 17 | 1,717 | 14.2% | |
| 1567 VF - OLD QUARRY PROJECT | 0 | 155 | 0 | (155) | | (155) | 0.0% | |
| VILLAGE/PARISH FACILITES :- Indirect Expenditure | 697 | 16,141 | 37,412 | 21,271 | 33,155 | (11,884) | 131.8% | 0 |
| Net Income over Expenditure | (697) | (14,141) | (37,412) | (23,271) | | | | |
| 106 MULSANNE PARK | | | | | | | | |
| 1681 MP-GROUND LETTINGS | 0 | 100 | 9,400 | 9,300 | | | 1.1% | |

Detailed Income & Expenditure by Budget Heading 27/09/2024

Month No: 6

Cost Centre Report

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|----------------------------------------------------|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|-------------------------|
| 1682 MP-PAVILION LETTINGS | 94 | 610 | 1,600 | 990 | | | 38.1% | |
| 1684 MP-MISC INCOME | 17 | 207 | 500 | 294 | | | 41.3% | |
| MULSANNE PARK :- Income | 111 | 916 | 11,500 | 10,584 | | | 8.0% | 0 |
| 1604 MP-CONTRACTOR COSTS | 1,130 | 2,156 | 3,000 | 844 | 950 | (106) | 103.5% | |
| 1612 MP-WATER RATES | 708 | 870 | 1,200 | 330 | | 330 | 72.5% | |
| 1614 MP-ELECTRICITY | (950) | 453 | 1,911 | 1,458 | | 1,458 | 23.7% | |
| 1615 MP-GAS | 171 | 722 | 2,260 | 1,538 | | 1,538 | 31.9% | |
| 1616 MP-CLEANING MATERIALS | 0 | 163 | 600 | 437 | 204 | 233 | 61.2% | |
| 1619 MP-PERFORMING RIGHTS | 0 | 408 | 275 | (133) | | (133) | 148.3% | |
| 1620 MP-MISCELLANEOUS | 0 | 15 | 200 | 185 | | 185 | 7.5% | |
| 1621 MP-TELEPHONE | 0 | 0 | 350 | 350 | | 350 | 0.0% | |
| 1636 MP-GRASS CUTTING | 578 | 2,996 | 6,154 | 3,158 | | 3,158 | 48.7% | |
| 1637 MP-ROUTINE MAINT/REPAIRS | 62 | 418 | 2,000 | 1,582 | 40 | 1,542 | 22.9% | |
| 1639 MP-SECURITY | 106 | 106 | 0 | (106) | | (106) | 0.0% | |
| 1640 MP-REFUSE COLLECTION | 0 | 1,168 | 975 | (193) | | (193) | 119.8% | |
| 1641 MP-WEED SPRAYING | 0 | 79 | 800 | 721 | | 721 | 9.9% | |
| 1642 MP-TREE MAINTENANCE | 0 | 1,000 | 1,000 | 0 | | 0 | 100.0% | |
| MULSANNE PARK :- Indirect Expenditure | 1,805 | 10,555 | 20,725 | 10,170 | 1,194 | 8,976 | 56.7% | 0 |
| Net Income over Expenditure | (1,695) | (9,638) | (9,225) | 413 | | | | |
| 107 BISHOPS PALACE SITE | | | | | | | | |
| 1712 BP - WATER | 0 | 34 | 60 | 26 | | 26 | 57.1% | |
| 1713 BP - RENT | 0 | 115 | 277 | 162 | | 162 | 41.5% | |
| 1736 BP - GRASS CUTTING | 0 | 316 | 1,968 | 1,652 | | 1,652 | 16.1% | |
| 1737 BP - ROUTINE MAINTENANCE | 0 | 0 | 500 | 500 | | 500 | 0.0% | |
| 1742 BP - TREE MAINTENANCE | 0 | 0 | 1,000 | 1,000 | | 1,000 | 0.0% | |
| BISHOPS PALACE SITE :- Indirect Expenditure | 0 | 466 | 3,805 | 3,339 | 0 | 3,339 | 12.2% | 0 |
| Net Expenditure | 0 | (466) | (3,805) | (3,339) | | | | |
| 108 NEIGHBOURHOOD PLAN | | | | | | | | |
| 1820 NP-MISCELLANEOUS | 0 | 485 | 2,400 | 1,915 | | 1,915 | 20.2% | |
| NEIGHBOURHOOD PLAN :- Indirect Expenditure | 0 | 485 | 2,400 | 1,915 | 0 | 1,915 | 20.2% | 0 |
| Net Expenditure | 0 | (485) | (2,400) | (1,915) | | | | |
| 109 PARISH OFFICE | | | | | | | | |
| 1912 PO-WATER | 69 | 126 | 0 | (126) | | (126) | 0.0% | |
| 1914 PO-ELECTRICITY | 187 | 834 | 0 | (834) | | (834) | 0.0% | |

Detailed Income & Expenditure by Budget Heading 27/09/2024

Month No: 6

Cost Centre Report

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|---------------------------------------------|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------------|-------------------------|
| 1937 PO-ROUTINEMAINT/REPAIRS | 0 | 0 | 111 | 111 | | 111 | 0.0% | |
| PARISH OFFICE :- Indirect Expenditure | 256 | 960 | 111 | (849) | 0 | (849) | 864.9% | 0 |
| Net Expenditure | (256) | (960) | (111) | 849 | | | | |
| 112 THE SWATHE | | | | | | | | |
| 2036 TS - GRASS CUTTING | 0 | 0 | 300 | 300 | | 300 | 0.0% | |
| 2037 TS - ROUTINE MAINT/REPAIRS | (15,833) | 300 | 300 | (0) | | (0) | 100.0% | |
| 2038 TS - RENT | 0 | 0 | 100 | 100 | | 100 | 0.0% | |
| 2042 TS - TREE MAINTENANCE | 0 | 0 | 500 | 500 | | 500 | 0.0% | |
| THE SWATHE :- Indirect Expenditure | (15,833) | 300 | 1,200 | 900 | 0 | 900 | 25.0% | 0 |
| Net Expenditure | 15,833 | (300) | (1,200) | (900) | | | | |
| 120 LCC - GRASS CUTTING | | | | | | | | |
| 12086 HIGHWAY VERGES-INCOME | 0 | 0 | 2,646 | 2,646 | | | 0.0% | |
| LCC - GRASS CUTTING :- Income | 0 | 0 | 2,646 | 2,646 | | | 0.0% | 0 |
| 12036 HIGHWAY VERGES-GRASS CUTTING | 0 | 5,962 | 10,565 | 4,603 | | 4,603 | 56.4% | |
| LCC - GRASS CUTTING :- Indirect Expenditure | 0 | 5,962 | 10,565 | 4,603 | 0 | 4,603 | 56.4% | 0 |
| Net Income over Expenditure | 0 | (5,962) | (7,919) | (1,957) | | | | |
| 130 CAPITAL EXPENDITURE | | | | | | | | |
| 13003 MULSANNE PARK CAP PROJECTS | 0 | 0 | 660 | 660 | | 660 | 0.0% | |
| 13004 SECTION 106 EXPENDITURE | 0 | 0 | 17 | 17 | | 17 | 0.0% | |
| 13012 NEIGHBOURHOOD PLAN | 0 | 0 | 2,449 | 2,449 | | 2,449 | 0.0% | |
| 13018 TS - BURIAL GD EXTENSION | 0 | 0 | 930 | 930 | 300 | 630 | 32.3% | |
| 13024 ELECTION EXPENSES | 0 | 0 | 202 | 202 | | 202 | 0.0% | |
| CAPITAL EXPENDITURE :- Indirect Expenditure | 0 | 0 | 4,258 | 4,258 | 300 | 3,958 | 7.0% | 0 |
| Net Expenditure | 0 | 0 | (4,258) | (4,258) | | | | |
| 131 CAPITAL INCOME | | | | | | | | |
| 13027 INCOME - MULSANNE PARK | 0 | 0 | 4,000 | 4,000 | | | 0.0% | |
| 13028 INCOME - SECTION 106 | 0 | 1,800 | 0 | (1,800) | | | 0.0% | |
| 13125 INCOME - CIL | 0 | 4,462 | 0 | (4,462) | | | 0.0% | |
| CAPITAL INCOME :- Income | 0 | 6,262 | 4,000 | (2,262) | | | 156.5% | 0 |
| Net Income | 0 | 6,262 | 4,000 | (2,262) | | | | |

Detailed Income & Expenditure by Budget Heading 27/09/2024

Month No: 6

Cost Centre Report

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|---------------------------------------|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|-------------------------|
| <u>201</u> <u>FIELDPATHS</u> | | | | | | | | |
| 2120 FP-MISCELLANEOUS | 0 | 0 | 200 | 200 | | 200 | 0.0% | |
| 2136 FP-GRASS CUTTING | 0 | 756 | 2,214 | 1,458 | | 1,458 | 34.2% | |
| FIELDPATHS :- Indirect Expenditure | <u>0</u> | <u>756</u> | <u>2,414</u> | <u>1,658</u> | <u>0</u> | <u>1,658</u> | <u>31.3%</u> | <u>0</u> |
| Net Expenditure | <u>0</u> | <u>(756)</u> | <u>(2,414)</u> | <u>(1,658)</u> | | | | |
| Grand Totals:- Income | 3,249 | 239,401 | 270,426 | 31,025 | | | 88.5% | |
| Expenditure | (11,263) | 107,181 | 267,376 | 160,195 | 38,498 | 121,697 | 54.5% | |
| Net Income over Expenditure | <u>14,512</u> | <u>132,220</u> | <u>3,050</u> | <u>(129,170)</u> | | | | |
| Movement to/(from) Gen Reserve | <u>14,512</u> | <u>132,220</u> | <u>3,050</u> | <u>(129,170)</u> | | | | |



Analysis of Payments Made

September 2024

| Date | Ref | Payee Name | Total | Detail |
|------------|-------|------------------------------|-----------------|-----------------------------|
| 02/09/2024 | TF | CHARITY BANK | 10000 | On-line transfer |
| 03/09/2024 | TF | CHARITY BANK | 25000 | On-line transfer |
| 04/09/2024 | TF | CHARITY BANK | 25000 | On-line transfer |
| 05/09/2024 | TF | CHARITY BANK | 20000 | On-line transfer |
| 05/09/2024 | TF | Petty Cash | 100 | Top up Petty Cash |
| 05/09/2024 | CB162 | Co-operative Bank | 13.96 | BACS Fees |
| 05/09/2024 | CB163 | JANE ASHBY | 15.75 | J Ashby - mileage |
| 09/09/2024 | CB164 | BT | 96.94 | BT - phone/broadband |
| 11/09/2024 | CB165 | WICKES | 74.7 | WICKES - paint etc |
| 11/09/2024 | CB167 | SMARTEST ENERGY | 108 | Smartest - OS Elec Sept |
| 11/09/2024 | CB168 | SMARTEST ENERGY | 196 | Smartest - Office Elec Sept |
| 16/09/2024 | CB166 | SMARTEST ENERGY | 180.04 | Smartest - Gas MP |
| 17/09/2024 | CB169 | AW WAVE | 52.36 | AW WAVE - Allotments |
| 17/09/2024 | CB170 | AW WAVE | 69.36 | AW WAVE - Office |
| 17/09/2024 | CB171 | AW WAVE | 707.75 | AW WAVE - MP |
| 19/09/2024 | CB172 | VATIX | 58.8 | VATIX |
| 23/09/2024 | CB173 | FLEETDRIVE MANAGEMENT | 367.19 | Electric van hire |
| 23/09/2024 | CB174 | PERSONNEL ADVICE & SOLUTIONS | 120 | Personnel Advice |
| 23/09/2024 | CB175 | EE | 114.67 | EE |
| 30/09/2024 | 293 | Active8 Managed Technologies | 58.69 | 145363/302/Active8 |
| 30/09/2024 | 294 | Aegis Technologies Limited | 127.2 | 26080/299/Aegis |
| 30/09/2024 | 295 | Allen Signs LTD | 171.67 | 36403/296/Allen Signs LTD |
| 30/09/2024 | 296 | Clean Sweep Commercial | 360 | 50032/293/Clean Sweep |
| 30/09/2024 | 297 | Lincolnshire Web Design Ltd | 171 | 1777/298/Lincolnshire Web |
| 30/09/2024 | 298 | NETTLEHAM FC | 578 | 6/295/NETTLEHAM FC |
| 30/09/2024 | 299 | Tucann | 122.4 | 27332/300/Tucann |
| | | | 83864.48 | |

**NETTLEHAM PARISH COUNCIL FINANCE COMMITTEE
DRAFT MINUTES OF THE MEETING HELD AT THE OLD SCHOOL, NETTLEHAM
ON TUESDAY 1 OCTOBER 2024, AT 5.00PM**

Present: Cllr D. Newsam (Chairman), Cllr J. McGuire and Cllr A. White
in attendance: Carl Thomas (RFO)

1. **To receive apologies and accept reasons for absence**
No apologies
2. **To receive disclosure of interests in accordance with the requirements of the Localism Act 2011 and to consider any requests for dispensations.**
None
3. **To approve the minutes of the Finance Committee held on 6TH August 2024**
It was unanimously resolved to approve these as a true record.
4. **To review accounting statements and budget for period ending 30th September 2024**
Several questions were asked and one referred to the income from Mulsanne Park. It was proposed that the fees for all the sports clubs except football should be charged in July but continue to charge football club in October. Another question related to CIL money, part of which will pay for the fort in Bill Bailey's.
5. **To review Earmarked reserves**
Members discussed the earmarked reserves and agreed to make no changes other than those already adjusted due to ongoing projects.
6. **To review Investment Arrangements**
The RFO confirmed that funds had now been transferred funds into savings accounts at Charity Bank and Redwood Bank. Funds were also held in savings accounts with Co-Op and Unity Bank thereby reducing the risk to the Council and generating additional interest.
7. **To discuss budget for 2025/26**
The RFO had circulated a draft budget prior to the meeting. This was discussed with various amendments including review of the wishes list from councillors. These would be incorporated into the budget and a further revised draft circulated to members for comment prior to it being presented to the Properties Committee in November.
8. **To appoint committee member to review quarterly internal control**
Cllr J. McGuire was appointed and will liaise with the RFO
9. **The RFO will liaise with members shortly regarding the next meeting date.**



Nettleham Parish Council

Communications Policy

A. Parish Council Correspondence

- (i) The point of contact for the parish council is the Clerk, and it is to the Clerk that all correspondence for the parish council should be addressed.
- (ii) The Clerk should deal with all correspondence following a meeting.
- (iii) No individual Councillor or Officer should be the sole custodian of any correspondence or information in the name of the parish council, a committee, sub-committee or working party. In particular, Councillors and Officers do not have a right to obtain confidential information/documentation unless they can demonstrate a 'need to know'.
- (iv) All official correspondence should be sent by the Clerk in the name of the council using council letter headed paper or be sent from the Clerk's gov.uk email address
- (v) Where correspondence from the Clerk to a Councillor is copied to another person, the addressee should be made aware that a copy is being forwarded to that other person (e.g. copy to XX or the use of the email CC function).

B. Agenda Items for Council, Committees, Sub-Committees and Working Parties

- (i) Agenda items should be clear and concise. They should contain sufficient information to enable Councillors to make an informed decision, and for the public to understand what matters are being considered and what decisions are to be taken at a meeting.
- (ii) Items for information should be kept to a minimum on an agenda.
- (iii) Where the Clerk or a Councillor wishes fellow Councillors to receive matters for "information only", this information will be circulated via the Clerk.

C. Communications with the Press and Public

- (i) The Clerk will clear all press reports, or comments to the media, with the Chair of the council or the Chair of the relevant committee.
- (ii) Press reports from the council, its committees or working groups should be from the Clerk or an officer or via the reporter's own attendance at a meeting.
- (iii) Unless a Councillor has been authorised by the council to speak to the media on a particular issue, Councillors who are asked for comment by the press should make it clear that it is a personal view and ask that it be clearly reported as their personal view.
- (iv) Unless a Councillor is absolutely certain that he/she is reporting the view of the council, they must make it clear to members of the public that they are expressing a personal view.
- (v) If Councillors receive a complaint from a member of the public, this should be dealt with under the Council's adopted complaints procedure, or via a council agenda item.

D. Councillor Correspondence to external parties

- (i) As the Clerk should be sending most of the council's correspondence from a Councillor to other bodies, it needs to be made clear that it is written in their official capacity and has been authorised by the parish council.
- (ii) A copy of all outgoing correspondence relating to the council or a Councillor's role within it, should be sent to the Clerk, and it be noted on the correspondence, e.g. "copy to the Clerk" so that the recipient is aware that the Clerk has been advised.

E. Communications with Parish Council Staff

- (i) Councillors must not give instructions to any member of staff, unless authorised to do so (for example, three or more Councillors sitting as a committee or sub-committee with appropriate delegated powers from the council).
- (ii) No individual Councillor, regardless of whether or not they are the Chair of the council, the Chair of a committee or other meeting, or are styled "Leader" of the Council, may give instructions to the Clerk or to another employee which are inconsistent or conflict with council decisions or arrangements for delegated power.
- (iii) Telephone calls should be appropriate to the work of the parish council.
- (iv) E-mails:
 - Instant replies should not be expected from the Clerk; reasons for urgency should be stated;
 - Information to Councillors should normally be directed via the Clerk;
 - E-mails from Councillors to external parties should be copied to the Clerk;
 - Councillors should acknowledge their e-mails when requested to do so.
- (v) Meetings with the Clerk or other officers:
 - Wherever possible an appointment should be made;
 - Meetings should be relevant to the work of that particular officer;
 - Councillors should be clear that the matter is legitimate council business and not matters driven by personal or political agendas.

F. Communications via Social Media

- (i) **No Councillor or employee** should post any comment/information on Nettleham Village Facebook page, (or, indeed any other social media site), that has come into their possession by reason of their association with Nettleham Parish Council and which is not already in the public domain. Neither should Councillors or employees state, or imply, that any such social media posts are made on behalf of Nettleham Parish Council, unless they are specifically authorised to do so.

Reviewed and agreed by the Parish Council Meeting held on 18 November 2019

Reviewed and adopted at the Annual Meeting of the Parish Council – 26 May 2020

Review Date: This Policy will be reviewed annually or sooner if legislation or events dictates

For local councils, acting as a corporate body, the use of social media to communicate with the local community and raise the profile of the local council is to be encouraged. If used properly it is a powerful tool and can successfully reach a more time-poor, younger or housebound audience. However, it is also important for the council not to rely on it completely; it should be used only in addition to more traditional methods of communication so as not to exclude residents without online access.

Communications about council activity should be managed by the officers using the council's social media accounts. This is just the same as sending letters from the council "through the office". The council's formal social media accounts should not be used by councillors individually because they do not have any authority to act alone on behalf of the council. Posts should be controlled and monitored by an officer(s) to ensure they comply with the General Data Protection Act Regulation (GDPR) and the council's own communications policies.

It is advised that an officer (usually the clerk) be responsible for adding content to these corporate accounts. Please talk to the clerk for more information.

If an individual councillor chooses to use a personal social media account to communicate with the community, it is

particularly important that they remember that the code of conduct and standards in public life rules still apply.

- They should not bring the council into disrepute and should act with honesty, integrity, etc.
- Councillors cannot rely on the fact that they are using a personal social media account to divorce themselves from the responsibility that they have under the council's own Code of Conduct and civility and respect pledge.
- Once a decision has been resolved by the council, councillors should stand by that decision, as a member of that council.

- Councillors should not use social media to criticise the council's decision, even if they voted against it. This is because a councillor's own personal opinion is not paramount in the collective decision-making process of a local council.
- They should not give the impression that they represent the views of their council, as only the council officers can do that, on the corporate account and once a resolution has been passed by the council.
- They should not give the impression that they can act as individuals to resolve any issues raised by the public, as only the council can resolve to take any action.

If a councillor is using social media to campaign on an issue where a decision by the local council is yet to be made, it gets even trickier, because councillors must be careful to not give the impression that they will not keep an open mind for the council meeting at which that decision is to be taken. If not, the Council decision could be challenged based on predetermination. A good councillor attends a council

meeting to listen to all arguments put forward before deciding which way to vote.

When communicating on a personal social media account about your council's activity, if you are in any doubt about whether it would breach the Code of Conduct, leave it out. Do not risk a challenge and/or a complaint being made against you.

For further guidance on councillors using social media visit www.local.gov.uk/our-support/communications-and-community-engagement/social-media-guidance-councillors.

NPC Social Media Policy

What is Social Media?

The term is commonly given to websites and online tools which allow users to interact with each other in some way - by sharing information, opinions, knowledge and interests. This interaction may be through computers, mobile phones and new generation technology such as i-Pads.

Examples of social media websites include:- Social networking – (eg. www.facebook.com), Blogs, Video sharing – (eg. www.youtube.com), Micro-blogging - (eg. www.twitter.com)

Council Use of Social Media

The Council has a website and Facebook page and will utilise these to help expand and improve communication with local residents and businesses. We may also use these forums to provide information about other key services or activities operating in the Parish considered of benefit to residents, by the Council.

Additionally, from April 2020, legislation enables the Council use Video Conferencing to hold virtual meetings – until May 2021.

Principles

- To publish information about the work of Nettleham Parish Council to a wider audience.
- To avoid entering into online debates or arguments about the Council's work.

Social Media must NOT be used in the recruitment process for employees or new councillors - other than for the sole purpose of placing vacancy advertisements, as this could lead to potential discrimination and privacy actions, as well as breach of data protection issues.

- The Council reserves the right to remove comments or content considered inappropriate

Approved Council Social Media

- Parish Council website
- Parish Council Facebook site
- Other local Facebook sites e.g. Nettleham village sites

Users of Council Social Media

· In accordance with the Council's adopted Communications Policy, the Clerk is the Council's nominated Press Officer with the authority to issue official press releases. No other member of staff nor Councillor have the authority to issue public statements on behalf of the Council (other than Facilities Manager if deputising for the Parish Clerk).

· A member of staff or Councillor may, however, be nominated to upload posts onto Facebook, (when already agreed by) and as requested by the Clerk.

1. Guidance for Council Officers on the use of Council Social Media

- Officers should be familiar with the terms of use on third party websites – eg. Facebook - and adhere to these at all times
- Generally information would not be published where already known to be in the public domain – i.e. available on the Council's website, contained in minutes of meetings, stated in Council publicised policies and procedures, etc. - except where considered beneficial to do so.
- Information that is published should be factual, fair, thorough and transparent.
- Everyone must be mindful that information published in this way may stay in the public domain indefinitely, without the opportunity for retrieval/deletion.
- Copyright laws must be respected.
- Conversations or reports that are meant to be private or internal must not be published without permission.
- Other organisations should not be referenced without their approval – when referencing, link back to the original source wherever possible.
- Do not publish anything that would be regarded in the workplace as unacceptable.
- Staff must remember that they will be seen as ambassadors for the Council, and should always act in a responsible and socially aware manner.

2. Third party Social Media and Individual Councillor Usage

Councillors need to think about whether they are acting in a private capacity, or whether any impression might be conveyed that they are acting for and on behalf of Nettleham Parish Council.

The Council has adopted a Code of Conduct which is binding on all members. If you use Social Media in your official capacity as a councillor, you should always be mindful of the Code, and of the seven Nolan principles applicable to holding public office – selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

Do:-

- Set appropriate privacy settings for any blog or networking site
- Watch out for defamatory or obscene posts from others on any blog or page and remove them as soon as possible to avoid any perception that you condone such views
- Be aware that the higher your profile as a councillor, the more likely it is that you may be seen as acting in an official capacity when you blog or network
- Ensure any Council facilities are used appropriately – if using a Council-provided blog site or social networking area, any posts that you make are extremely likely to be viewed as being made in your official capacity
- Avoid publishing any information that you could only have accessed in your position as a councillor
- Be careful if making 'political' points and avoid being specific or personal about individuals.

Don't:-

- Blog in haste
- Post comments that you would not be prepared to make in writing or in face-to-face contact
- Use Council facilities for personal or political purposes

Old Facebook Protocol that had fallen out of use before the current Clerk joined the Council

NETTLEHAM PARISH COUNCIL

PROTOCOL FOR NETTLEHAM PARISH COUNCIL FACEBOOK SITE

1. All posts must be approved by the Clerk before being uploaded onto the NPC Facebook page.
2. **The Assistant Clerk (AC) and up to two authorised Councillors¹** (ACLL) are Administrators of the NPC Facebook Site. The (ACLL) will, normally, post all items and the Assistant Clerk (AC) will post in (ACLL) absence only, or as requested to post on a particular matter – (AC) to notify (ACLL), and the Clerk, if this action is required and only post items that are approved by Parish Clerk and/or **Parish Chairman.²** (AC) and (ACLL), as the two Administrators, are the only people with access rights to post/edit/delete entries on the NPC Facebook page. There should never be fewer than two Administrators for the page. If an Administrator ceases to be a Councillor, or NPC employee, their Administrators rights, and Administrator access, will cease within a timescale to be agreed with Parish Clerk and Council Chairman. An outgoing Administrator will be required to confirm, to the Parish Clerk, that this action has been completed.
3. The introductory statement for the NPC Facebook page reads as follows: **"Welcome to our Facebook page. We will use it to post information concerning the work of Nettleham Parish Council for residents of the village, and others with an interest in our lovely village. Please feel free to comment on these posts, however be aware that we will not respond directly to comments, other than to make any corrections that we feel may be necessary. Members of the public will not be able to initiate topics - there are other Facebook pages better suited to that purpose. Should**

¹ The AC is not (I don't believe ever has been) an Administrator of the Facebook Page, there was at the time of the Clerk's employment one Councillor only with access to the Facebook Page

² This does not comply with best practice

you wish to contact Nettleham Parish Council about any topic please do so via our website: <https://www.parishes.lincolnshire.gov.uk/Nettleham/>³

or by 'phoning the Parish Office on 01522 750011. The Parish Office is open 9.00am - 12 Noon, Monday to Thursday. This page is monitored on a routine basis, but not 24/7.

Nettleham Parish Council reserves the right to delete any posts it considers abusive or inappropriate. We also reserve the right to block anyone who repeatedly posts comments of an abusive or inappropriate nature."

These guidelines will be rigidly enforced. In the interests of clarity, neither Councillors nor NPC employees should make unauthorised comments on the NPC Facebook page. Duly authorised posts should only be made, (unless there are deemed to be exceptional circumstances), by an Administrator.

5. From time-to-time other nominated Councillor will produce a spreadsheet of daily posts to be set up on NPC Facebook site. Such items will be posted by the method set-out above.⁴

PROTOCOL FOR NETTLEHAM VILLAGE FACEBOOK SITES

1. An authorised Councillor (ACLL) and the Assistant Clerk (AC) will monitor the Nettleham Village Facebook sites and notify the Clerk and/or Chairman of any issues that might have an impact on the Parish Council.⁵

2. The Clerk will consult with the Chairman and any other relevant Councillor regarding the matter and a suitable response agreed, if such be required. The (ACLL) will then upload the approved response to Nettleham Village Facebook page. The (AC) will assume this role in the event of the Councillors absence⁶.

3. It is accepted that Councillors and employees have distinct Private and Public lives.

4. No Councillor or employee should post any comment/information on Nettleham Village Facebook page, (or, indeed any other social media site), that has come into their possession by reason of their association with Nettleham Parish Council and which is not already in the public domain. Neither should Councillors or employees state, or imply, that any such social media posts are made on behalf of Nettleham Parish Council, unless they are specifically authorised to do so.

5. When posting to Nettleham Village Facebook site, (or other social media sites), as a private individual, care should be taken to ensure that any post is the personal opinion of the Councillor or employee...at least on topics that may be viewed by the general public as having relevance to the work of Nettleham Parish Council. As an example: a comment on the topic of keeping tropical fish is not likely to be thought of as having any relevance to Nettleham Parish Council, whereas a comment on a topic such as care facilities for the elderly may well be generally deemed to be as having relevance to Nettleham Parish Council. Common sense must be our guide. If in doubt, either do not comment or add a rider such as "In my personal opinion" or "This is solely my view" etc.

6. The use of Nettleham Village Facebook site as a communications channel between Councillors and/or employees is to be avoided, particularly where the basis of such comments may be a difference of opinion. Such exchanges may bring Nettleham Parish Council, or individuals, into disrepute. There are other channels for such exchanges.

7. Residents who raise issues asking the Parish Council take action should be encouraged to report the matter directly to the Clerk of the Parish Council.

³ No, it doesn't, there isn't one

⁴ No, they don't nor would this accord with best practice or staff workloads

⁵ Doesn't happen – excessive time required as there are several local sites

⁶ Only if they want to start a social media war – strongly advised against – Council should maintain official correspondence via the office

Item 11a Request from WLDC Cllr John Barrett

Email Trail

Dear Angela,

as you are aware monies were raised for the defibrillator at The Burrows. As a result of donations etc. the Burrows residents have a surplus of funds and have suggested a bench on the ridge and furrow.

Cllr. Brown and I have cleared this and been given the go ahead by Preim the management company who will take over management of the Ridge and Furrow after Allison Homes, and the owners of the land at present Allison Homes who have agreed with Preim that they will re do the Ridge and Furrow to make it look more like what it should. They have also agreed to the bench as follows:

A four seater black bench made of recycled material making it robust. To be sited near the new tarmac path running along side the Ridge and Furrow on the grassed area just in front of the tree and close to the entrance off the footway which leads to Frith Close and the back of the Burrows.

The full cost of the bench and putting it in will be met by The monies from the Burrows residents and by Cllrs. Brown and myself via our initiative fund.

Maintenance would be paid for by Cllrs Brown and myself via our initiative fund during the terms we are in office and thereafter by the residents of the Burrows.

This initiative will benefit all residents of Nettleham who use this walk.

It is requested that monies go through the Parish Council from the initiative fund and the residents of The Burrows, and that the Parish Council manage the placing off the bench via traders they may have used previously.

If there is anything else required please let us know.

Yours, Cllrs Frazer Brown and John Barrett WLDC.

This is what I sent to Angela. There would be nothing for the PC to pay or maintain. Any maintenance will be done by myself and Cllr Brown initially, thereafter it would be Preim the estate management company. WLDC find it easier for the form from the parish council and from

my point of view you have knowledge of the correct base. The Burrows and Cllr Brown will pay



for it all. Anything else let me know.

Dear Councillor Barrett

This will need to be considered by the Parish Council at the next meeting as it appears to involve an application for funding on the NPC's part and the Councillors will also wish to consider the implications of financial involvement in an asset they will not own or maintain.

Could you please supply a brief description of exactly what is required of the Parish Council so that Councillors can decide. I have seen your previous email, but it did not indicate the need for the Parish Council to make a funding application.

Many Thanks

Lucy Waller, BA (Hons), PSLCC

Hi John,

I hope you had a lovely weekend!

Allison Homes have happy to approve the request to proceed with the **bench**, provided that the Residents' Company will not be held responsible for any costs related to its purchase, maintenance, or associated expenses.

Kind regards,

[Redacted]

Property Manager

Preim Limited

Unit 9 The Forum
[Redacted]

Item 11b Resident suggestion

Good evening,

I have been thinking that it might be nice for adults and maybe children to play table tennis together in the park as well as having some gym equipment to encourage us to be more active. I had noticed some villages have gym equipment ie skellingthorpe and cherry willingham.

Maybe nice to have the table tennis at mulsanne as it is a bit sheltered there and the gym equipment at bill bayleys so parents can use it while their children play in the play area or play football.

Thank you for considering this. I put the suggestion on fb on the Nettleham village page and there were a lot of positive comments.

Kind regards

NAME SUPPLIED

Item 11c Sudbrooke Neighbourhood Plan**Regulation 14 Consultation on the Sudbrooke Neighbourhood Plan Review Consultation**

Notice is hereby given that Sudbrooke Parish Council is formally consulting on the amendments to the Sudbrooke Neighbourhood Plan and its associated documents.

The Neighbourhood Plan has been subject to a review over the past few months so that it is up to date with the recently adopted review of the Central Lincolnshire Local Plan.

The consultation period runs from 7th October 2024 and closes on the 17th November 2024.

The Plan is on the Sudbrooke Parish Council website and can be viewed via the link below:

<https://sudbrooke.pariah.lincolnshire.gov.uk/downloads/download/16/neighbourhood-plan-2024-documents>

Please provide your feedback by replying to this email.

Regards

Christine Myers CiLCA

Clerk to Sudbrooke Parish Council

Item 11d Resident correspondence

As a long-term resident of Nettleham it is becoming more and more evident of the amount of rooks nesting and becoming a nuisance around the village.

The damage they are causing to lawns around the village is becoming a yearly problem, personally I have spent £1500+ recovering from their digging for chafer bugs.

The noise and debris around the church is now excessive?

A few years ago, the duck population was an issue with I am guessing a cull or relocation carried out?

As the Rook is a protected bird with the general public unable to take action, is/will the Parish Council look into and hopefully proceed with a cull of the rook population.

The Rook is a migrating bird but with the warmer seasons they no longer fly South for warmer climates and are overpopulating Nettleham and other surrounding villages.

Thank you

Name & Address supplied**Officer guidance notes.**

Rooks are a protected species

Unlike Crows, Rooks cannot be culled under licence GL40 (even with Crows there are stringent regulations in place for action to be taken prior to culling under licence).

Rooks can only be culled under Licence GL42 where it is to prevent serious damage in the below cases:

| | | |
|------------------------------------------|-----------------------------------------------------------------|--------------------------------------------|
| Livestock - direct attack | Livestock - foodstuffs and spread of disease | Crops, fruit and vegetables |
|------------------------------------------|-----------------------------------------------------------------|--------------------------------------------|

Prior to using this licence, the following condition must be met:

Condition 1. Alternative lawful methods

For action taken under this licence for carrion crow, feral pigeon, jackdaw, magpie, rook or wood pigeon (species native to the United Kingdom), you must:

a) before using this licence, be satisfied that you, or the person authorising you to act under this licence, have made reasonable endeavours to achieve the purpose in question using alternative, lawful methods not covered by this licence

b) continue to use reasonable endeavours, or be satisfied that reasonable endeavours continue to be made, to achieve the purpose in question using alternative, lawful methods not covered by this licence

You're not required to use alternative, lawful methods under condition 1(a) and 1(b) where the use of such methods would be impractical, without effect or disproportionate in the circumstances.