

**NOTES OF THE ANNUAL MEETING OF ASHBY DE LA LAUNDE AND BLOXHOLM WITH TEMPLE BRUER AND TEMPLE HIGH GRANGE PARISH COUNCIL HELD ON 23 May 2018**

**Present:**

Mr I Douglas, Mrs J Wilkinson, Mr W Lawrence, Mrs J Coles, Mrs M King, Mrs A Douglas, Mr R Tasker, Mr R Walker

**Actioned by:**

**Also present:**

Mrs V Smith (Clerk), Cllr R Kendrick

**18/19 Election of Chairman and Vice Chairman**

I Douglas stated that he was prepared to stand as Chairman and R Walker was prepared to stand as Vice Chairman, everyone was in favour of this.

**18/20 Signing of Acceptance of Office Form**

I Douglas signed the Acceptance of Office form.

**18/21 Chairman's remarks**

The Chairman welcomed everyone to the meeting.

**18/22 County and District Councillors' Reports**

District Councillor's report was noted from previous meeting and County Councillor's report also noted.

**18/23 Apologies for absence**

No apologies for absence

**18/24 Declarations of interest in accordance with the 2000 Local Government Act**

R Tasker declared an interest in Planning Reference 18/0541/VARCON.

**18/25 Requests for dispensations**

No requests for dispensation.

**18/26 Notes of the last meeting**

The notes of the last meeting on 21 March 2018 were agreed as correct and signed by the Chairperson.

**18/27 Clerk's report on matters outstanding.**

The Clerk displayed a report and explained its contents. It was resolved that the Clerk would contact Cllr Clegg for help with outstanding items. **V Smith**

**18/28 Financial Matters**

**18/28/01 *Income and Expenditure Sheet***

The income and expenditure sheet for 23.05.18 and bank reconciliation were viewed by councillors and explained by clerk. Income and Expenditure sheet signed by chairman.

**18/28/02 *Review of Financial Regulations and Risk Assessment***

Financial Regulations and Risk Assessment were reviewed and this was noted.

### 18/28/02 **Approval of accounts for 2017/18**

The Clerk provided a Summary of the year which had been approved by the Internal Auditor. The Chairman signed the summary as a true reflection of the receipts and payments for the year.

### 18/28/03 **Completion of Annual Return Form**

#### 18/28/03/1 **Annual Governance Statement**

The Annual Governance Statement was approved by the Council and signed by Chairman and Clerk.

#### 18/28/03/2 **Accounting Statement**

The Accounting Statements were approved by the Council.

#### 18/28/04 **Payment of cheques**

The following cheques were approved and signed:

Ashby Village Hall Grant and Rent	£1020.00
V C Smith – Salary	£411.12
St Mary's Church	£150.00
St Hybald's Church	£150.00
Bloxholm Recreation Room	£550.00
Citizens Advice Mid Lincolnshire	£500.00
LIVES	£250.00
LALC	£270.58
Community Lincs Insurance Services	£183.31
Gift for internal auditor	£35.00
Petty Cash	£16.41

Cheques signed between meetings:

Autela Group Ltd	£40.32
Lincolnshire County Council	£1640.00

### 18/28/05 **Appointment of Internal Auditor**

D Mellor was appointed as Internal Auditor

### 18/29 **Planning Matters**

#### 18/29/01 **Planning Application 18/0541/VARCON**

Application to vary condition 7 of 17/113/FUL Erection of 1 dwelling and detached garage. Minor change in position and design of garage. The Fort, 4 Main Street, Ashby.

It was resolved to make no comments.

18/29/02 **Planning Decision 18/0173/LDEXT** Approval of Application for a Lawful Development Certificate, Old Coach House, The Lane, Bloxholm

Approval noted.

18/29/03 **Planning Decision 18/0139/FUL** Approval of Construction of a reservoir for irrigation purposes (agricultural) High Dyke Farm, Long Lane, Wellingore.

Approval noted.

### 18/30 **New GDPR Legislation**

#### 18/30/01 **Data Map**

The council adopted the Data Map which is to be reviewed at the next meeting.

**18/30/02 Data Protection Policy, Subject Access Request Procedure, Data Breach Policy and Records Retention Policy**

The Council adopted these policies and procedures and agreed to review them on a regular basis.

**18/30/03 Privacy Notices**

The council agreed to adopt a General Privacy Notice and a Privacy Notice for staff, councillors and Role Holders to be reviewed on a regular basis.

**18/30/04 Security Compliance Checklists**

These were received from all councillors.

**V Smith**

**18/30/05 Registration with the ICO**

It was resolved that the council would register with the ICO and pay the relevant Data Protection Fee.

**18/30/06 NKDC Compliance with General Data Protection Regulation**

The Council noted its dissatisfaction and concern about the tone of a letter received from NKDC requesting a response which required 4 days, which did not allow time for the Council to discuss this important matter at a Council meeting.

**Meeting closed at 8.36 to receive Annual Report from Cllr R Kendrick and opened at 8.58**

**18/31 Condition of Footpaths in Ashby**

**V Smith**

The Council noted that Highways had been e-mailed twice and a telephone call had followed up the e-mails but no progress had been made. The Clerk agreed to forward copies of e-mails to Cllr Kendrick to enable him to follow this up.

**18/32 Request for concealed drive sign in Ashby**

Clerk reported that the situation was the same as 18.31 and agreed to send details to Cllr Kendrick for his input.

**V Smith**

**18/33 Lincolnshire Waste Management Strategy Consultation**

Details of the consultation were noted.

**18/34 Quality of service provided by LCC Highways**

It was noted that no progress had been made on the items of concern –

Condition of High Dyke Road at Temple Bruer  
Condition of B1191  
Dislodged drain cover between Ashby and Bloxholm  
Pot holes in Bloxholm

**R Walker**

It was resolved to put in a Freedom of Information Request regarding maintenance of roads in the area.

**18/35 Correspondence**

General correspondence noted.

**18/36 Date of next meeting**

Next meeting 18 July 2018.

The meeting closed at 21.05.

Signed .....

Date .....