

# COVENHAM PARISH COUNCIL

Minutes of the meeting held Friday, 7<sup>th</sup> May 2021 at 7:10pm in the Parish Rooms

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**05/21-1 Election of Chairman.** Cllr Gareth Paul Smith was proposed and seconded for the appointment. There being no other nominations, it was RESOLVED to appoint Cllr Gareth Smith as Chairman and duly signed the Declaration of Acceptance of Office.  
P: DW; S: AM, All in favour

**05/21-2 Election of Vice-Chairman.** Cllr Emma Jane Cooling was proposed and seconded for the appointment. There being no other nominations, it was RESOLVED to appoint Cllr Emma Jane Cooling as Vice Chairman and duly signed the Declaration of Acceptance of Office.  
P: DW; S: AW, All in favour

**05/21-3 Report from Outside Bodies including public forum.**  
Three members of the public were present and observed the proceedings. Reports from ELDC Ward Member Cllr Ed Mossop and PC Richard Precious from Lincolnshire Police are recorded in the 2021 Annual Parish Meeting notes held prior to this parish council meeting.  
The Council noted the election of Cllr Alex Hall as the Ward Member for Louth North. The Clerk to request Cllr Hall's attendance at the next meeting.  
Cllr Mossop left the meeting at 7:15pm.

**05/21-4 Record of Members Present and Apologies**  
Present: Cllr Gareth Smith (GS) (Chairman), Cllr Emma Cooling (EC), Cllr Don Wiltshire (DW), Cllr Alyson Wiltshire (AW) and Cllr Anne McCready  
Also present: Mrs Nadine Must (Parish Clerk/RFO)  
Apologies accepted: Cllr John Firth (JF)

**05/21-5 To receive any Declarations of Interest on any item on the agenda – None**

**05/21-6 Minutes from 15<sup>th</sup> April 2021 –** It was resolved that the draft minutes were accurate and was duly signed by the Chairman  
P: EC; S: AW, All in favour

## 05/21-7 Council Matters

- a) **Chairman's Remarks** – none
- b) **Actions from previous meeting** – reported and noted **Clerk's Report and Communications Received** – noted.

## 05/21-8 Finance and Budgets

- a) To review the end of year **Receipts and Payments 2020/21**- Noted
- b) **2020-2021 AGAR**– The Council noted the Internal Auditor's **report**.
- c) **2020-2021 AGAR**– The Council reviewed and approved the **Governance Statement** and signed by the Chairman.
- d) **2020-2021 AGAR**– The Council reviewed and approved the **Accounting Statements** and the explanations to variances and bank reconciliations and all other supporting financial records. The Chairman signed off the statement.
- e) **2020-2021 AGAR**– The Council approved the **Certificate of Exemption** and signed by the Chairman.

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- f) **Receipts and Payments 2021/22** – The Council resolved to accept the following receipts and payments for May 2021

## Receipts

Date	Item	Amount (£)
13/04/2021	Precept FY 2021/22	6,176.00
19/04/2021	LRSG Payment for Parish Rooms	8,000.00

## Payments

	Cheque Number	To	Amount
1	101144	Parish Clerk – salary and expenses	£ 1,845.61
2	101145	LALC Membership	£140.52
3	101146	LALC Annual Training Scheme	£102.00
4	101147	Zurich Municipal – Council Insurance	£391.64
5	101148	Internal Audit Fee	£40.00
6	101149	D Wiltshire – disposable tableware	£16.77
7	101150	N Must – reimbursement for small kitchen appliances for parish rooms	£64.97
		Total	£2,601.51

P: EC; S: AW, All in favour

## 05/21-9 Parish Rooms

- a) **Regular cleaning regime** – The Council resolved to secure a company to clean the premises prior to every parish council meeting and for other scheduled events. The Clerk to source quotes including the company that satisfactorily deep cleaned and sanitised the rooms prior to use for the 2021 elections. Cllr AM will provide contact details of the cleaning provider for St Mary's Church.
- b) **Electricity supply** – The Council noted that Smartest Energy has withdrawn its commitment to supply electricity due to a misunderstanding with The Utility Supplier on the cost of the monthly direct debit. The Council had not agreed to the requested amount which was higher than originally proposed. Current supplier is maintained until other options have been sourced.
- c) **Parking area** – This has been deferred until the attendance of Cllr JF who is leading on this work.

## 05/21-10 Community Amenities and Groups

- a) **St Barts Church** – The Council noted that their thanks to the St Barts Heritage Trust for regularly maintaining the church grounds which the parish council is responsible for. The Council resolved to provide a grant of £200 to St Barts Trust for their continued maintenance.

P: DW; S: EC, All in favour

- b) **St Mary's Church** – No further update than the report provided by Cllr AM which has been recorded in the Annual Parish Meeting minutes.

Initial/Signature

Date

Notes P: Proposed; S: Seconded, Vote

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## 05/21-11 ELDC/LCC Services/Police

- a) **ELDC** – There is still no decision on the CPCH application to secure The Plough as an Asset of Community Value.
- b) **LCC Highways**
  - i. Cold Harbour Lane/Newbridge Lane – road markings – No further updates. The new LCC Ward Member to be asked for action.
  - ii. Footpaths – The Chairman with Cllrs DW and AM met with Mr J Stockdale from LCC Countryside Alliance on the 4<sup>th</sup> May. A replacement signage will be reinstated on the Cold Harbour to Birketts Lane footpath which has been missing for a while. The grounds have been levelled. It was noted that the farmers have levelled the grounds for safe walking. Mr Stockdale reported that the footpath along Green Lane is not a public footpath.
- c) **Police** - Crime Reference: 21000100058 – Dangerous Dog –The Council noted the report sent by PC Blakey. However, there were concerns that the height of the fence was not high enough for the dog to jump over. It was resolved to monitor the situation.

## 05/21-12 Planning Matters – updates and to consider any applications, if any

- a) **N/038/00801/21** Kimber, Newbridge Lane, Covenham St Mary - Outline erection of 2no. dwellings. The Council discussed this application and resolved to object on the basis that the proposed dwellings were on a dangerous corner.
- b) **N/037/01064/20** Haiths Farm, Main Road, Covenham St Bartholomew – This application is still unresolved and there was no update available.

## 05/21-13 Date of Next meeting – Friday, 30<sup>th</sup> July 2021, 7pm, Parish Rooms

The meeting closed at 8:00pm.