



Minutes of the Meeting of Rippingale Parish Council, held remotely via Zoom on Thursday 9 July 2020

Present (remotely): Cllrs C. Charlton (Chairman), S. Charlton, A. Vaughan & S. Warcup **In Attendance:** Michelle Free (Clerk/RFO) & 2 Members of Public (Co-option Applicants).

Public Forum

Following slight delays due to sound issues, the Chairman opened the Public Forum at 7.09pm and gave a brief on the process. There were no general comments from the attending public. The Clerk briefed the Council on a request from a resident:

- Consider campaign to reinstate the Railway footpath from Billingborough to Morton/Bourne as a safe walking route. Government funding may be available. The Chairman stated that a similar request had been received to include this in the Neighbourhood Plan. Item to be included on a future Agenda for formal consideration.

The Chairman closed the Public Forum at 7.11pm and opened the Meeting.

1. Apologies for Absence.

357. Cllrs Field-Lucas & Moseley were absent. Apologies had been received from Cllr Field-Lucas.

2. To Receive any new Declarations of Interest.

358. There were no new Declarations of Interest to be recorded. Cllr Moseley had a published DPI regarding an item of expenditure at 4.2.1 but was not in attendance.

3. Approve Minutes of the previous Council Meeting.

359. The previously circulated DRAFT Minutes were considered for approval. **The Council unanimously resolved to accept the Minutes of the Meeting on 12 March 2020 as a true and accurate record.** The Chairman signed the file copy. **Clerk to publish the approved Minutes.**

4. Financial Matters

4.1 Approve FY2019/20 End of Year Accounts, Asset Register & Internal Audit

360. The Council reviewed the previously circulated end of year accounts, updated Asset Register and the Internal Auditor report. The End of Year Accounts Summary had been published on the website and Noticeboard since April and the External Audit paperwork and supporting documents had been prepared in DRAFT. There were no questions or comments. **The Council unanimously approved the End of FY2019/20 Accounts, Asset Register and the Internal Auditor report.** The Notice period for the public Inspection of the Accounts was 21 July to 13 August; details to be published following the Meeting.

4.1.1 Approval of Annual Governance Statement

361. Section 1 of the Annual Governance & Accountability Return had been prepared and previously circulated by the RFO. There were no questions or comments. **The Council unanimously approved the AGAR Section 1 Annual Governance Statement.** The Chairman signed the hardcopy.

4.1.2 Approval of Accounting Statements

362. Section 2 of the Annual Governance & Accountability Return, and the supporting documents, had been prepared and previously circulated by the RFO. There were no questions or comments. **The Council unanimously approved the AGAR Section 2 Accounting Statements.** The Chairman signed the hardcopy.

363. The Council thanked the RFO for her efforts with the accounts and the clear documentation provided.

4.2 FY2020/21 Accounts to Date & Transactions Since Last Meeting

364. The Accounts to 30 June and the transactions since the March Meeting had been previously circulated; the reconciled bank statements, cheque book and all available invoices had been delivered to the Chairman prior to the Meeting. Due to the Coronavirus restrictions cancelling planned Meetings, some payments had been approved by the Chairman, in line with the Financial Regulations. These included routine expenditure (e.g. Newsletter printing and grass cutting), as well as printing of CV-19 Community Support leaflets and purchase of a designated mobile phone, and sponsorship of a prize for the Children's Sunflower competition from Feast funds.

4.2.1 Approval of Income & Expenditure List

365. The previously circulated list was presented for approval. The list included outstanding cheques for Clerk Expenses and HCS shared costs, amendment of the Clerk salary SO, repair of the Feast Marquees, and the inclusion of an additional grass verge. **The Council unanimously resolved to approve the list of income & expenditure. The Chairman signed the cheques and transactions sheet. Chairman to forward the documents to Cllr S. Charlton for second signature. Clerk to submit BACS payments.**

5. Co-option of Candidate for Councillor Vacancy

366. There were two candidates for the one Co-option vacancy; the applicant details had been previously circulated to all Cllrs. Both applicants were in attendance at the virtual Meeting and available for questions. **The Council unanimously** agreed that both were strong, capable candidates with widespread experience, and **voted to Co-opt Mrs Hayley Fuller** as the first applicant; it was hoped that the other applicant would still be interested and available in September when another vacancy was expected. The Chairman thanked both applicants. **Clerk to arrange completion of the Acceptance of Office and declared interests and notify SKDC.**

6. Urgent Matters Arising

6.1 Approval of revised proposal for JPF Play Equipment & Preferred Contractor

367. The Chairman had circulated the revised proposal to Cllrs 2 weeks prior, and included the details in the village Newsletter for public comment; 2 messages of support & no negative comments had been received. The Chairman also reiterated that the available funding avenues had been exhausted over the last 2 years; an application to the Schroder Charity Trust had been rejected. A total of £35,589 was available, £12,000 short of the amount needed for the original village design; the £10,000 allocated by SKDC must be spent by 31 October. To maximise the available funds, the existing equipment had been refurbished where possible; the Chairman led the thanks and appreciation to Cllr & Mrs Vaughan who had worked hard to achieve this.

368. The 3 updated quotes were considered, including the range of equipment available, lead time, value and installation works. The proposals included improved surface under the existing equipment, basket swing and fitness stands. An installation survey was also required before final costs could be confirmed. **The Council unanimously resolved to accept the revised equipment proposal and chose Sovereign Design Play Systems Ltd as the preferred Contractor. Chairman nominated to notify preferred contractor and arrange installation survey. Finalised proposal to be circulated to Cllrs for agreement by email.**

6.2 Coronavirus Impact & Access to Facilities

369. The impact of Coronavirus on the Parish was discussed; the implementation of a Community Support Group had aided vulnerable residents by picking up essential groceries. The purchase of a designated mobile and leaflet printing was included at item 4.2. Access to the Allotments, Sports Court and Play Area had been restricted in line with Government guidance and updated via Notices. Following a review of the risks, the JPF play area had been reopened with effect from 4 July.

370. Access to the JPF Portacabin, the maintenance required and its use by 'Men in Sheds' was still to be confirmed. The possibility of another water leak was also highlighted. **Chairman to seek clarification on use of portacabin by Men in Sheds; Cllr Vaughan to investigate water leak.**

6.3 The Bull Inn 'Pub as a Hub' Grant Application

371. It was intended that the Bull Inn would be run by a new management team under the control of the owners; the premises were due to re-open shortly. The owners were considering a Grant Application for "Pub is the Hub" funding to expand the services available and required Council and community support. **The Council unanimously supported the notion of a "Pub is the Hub" application, subject to confirmation of the details.**

6.4 Comment on new Planning Applications

372. The details of 2 applications had been previously circulated ahead of Council comment: **S20/0677** (Amendment to LBC alterations to the loft space at the Old School, High Street); **S20/1064** the design, appearance, and landscaping for erection of single storey dwelling on land at rear of 22 High Street (reserved matters of S19/1920). **The Council unanimously resolved to have no objections to both applications. Clerk to notify SKDC.**

373. After months of chasing by the Clerk, the Council application to retain the JPF Portacabin (**S19/1868**) had been granted. **S19/1993** (single & 2 storey extension, detached garage and outbuilding at Glebe House) was still pending.

6.5 Key Updates from External & Community Groups

374. An additional Grant had been secured to complete the Rippingale & Dowsby Neighbourhood Plan. The amendments requested by the Council were awaiting a Cttee Meeting.

375. **RJPFT**. The RFO stated that a donation of £20 had been received from PayPal Giving Fund from the purchases of Cllr Vaughan. The Chairman stated that the RJPFT had also been nominated for a donation by a family member.

376. **RGAG**. The Plot marking and re-sizing was still on hold due to the Coronavirus. This would be carried out as soon as the guidance permitted.

377. The Clerk had received confirmation from the HCS Co-ord that no **HCS** journeys had taken place in the Qtr to 30 June due to the Coronavirus.

6.6 Reports & Correspondence

378. The Clerk Report had been previously circulated. Login details for the new Council website had been received by the Clerk and Co-ord; any documents to be transferred needed to be manually uploaded. Once populated, the contact details would be published. The archive review had also commenced.

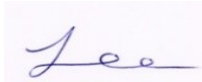
379. Cllr Vaughan informed the Council that the **footpath from East Street to the JPF** was overgrown; he had cut back some growth, but more work was required. The footpath was believed to be the responsibility of SKDC; **Clerk to clarify footpath ownership and report as required.**

6.6.1 Model Code of Conduct Consultation

380. The proposed changes had been previously circulated. There were no Council comments. No formal response proposed.

There being no more business, the Chairman closed the Meeting at 7.56pm.

The Chairman opened a 5-minute Post Meeting Public Forum. There were no comments from the attending public.



Michelle Free, Clerk

15 July 2020