

NOTICE OF MEETING: RAUCEBY PARISH COUNCIL

Parish Clerk: Ian Grady

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To: **All Members of Rauceby Parish Council**

I hereby give you notice that a Meeting of **RAUCEBY PARISH COUNCIL** will be held on **Wednesday 15 May 2024 at approximately 7.30pm (immediately after the Annual Open Meeting) at Rauceby Village Hall**. There will be provision for 10 minutes (in total) of public speaking time at the beginning of the meeting.



Clerk to Rauceby Parish Council

08/05/24

AGENDA OF THE PARISH COUNCIL MEETING 15 May 2024

Meeting to be opened by the Clerk.

1. **Election of Chairman:** To receive nominations and then elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office. Chairman takes over the meeting.
2. **Election of Vice-Chairman:** To receive nominations and then elect the Vice-Chairman of the Council and to receive the Vice-Chairman's Declaration of Acceptance of Office.
3. **Apologies for absence:** To receive and accept apologies where valid reasons for absence have been given to the Parish Clerk prior to the meeting.
4. **To Appoint the Responsible Finance Officer**
5. **To Appoint a Planning Sub-Committee**
6. **To receive any Declarations of Interest:** To receive Declarations of Interest under the Localism Act 2011 – being any pecuniary or non-pecuniary interest in agenda items not previously recorded on Members' Register of Interests and any written requests for dispensation.
7. **To decide on any items to be carried out in Closed Session**
8. **To Review the Insurance Policy and quotation (circulated 01/05/24)**
9. **To Review and Adopt the Standing Orders (on website)**
10. **To Review and Adopt the Financial Regulations (on website; proposed revision circulated 06/05/24)**
11. **To Review the Asset Register (revision circulated 01/05/24)**
12. **Review of the Council's other Policies, Procedures and Practices:** (all on website unless otherwise stated)
 - Councillors Code of Conduct
 - Records Retention Policy
 - Risk Management and Assessment
 - Communications/Press/Media and Social Media Policies
 - Publication scheme
 - GDPR: Data Protection Policies
 - GDPR: Data breach policy and procedure for handling a breach

- GDPR: Subject access request (SAR) procedure
- Freedom of Information Requests
- Equal Opportunities Policy
- Complaints Procedure
- Whistleblowing Policy
- Other website sections (at bottom of each web page): “About”, “Contact”, “Accessibility” and “Privacy”.

13. **Adoption of New Procedures (if any)**

14. **Review of the Council’s Expenditure** incurred under Section 137 of the Local Government Act 1972 or the General Power of Competence.

15. **Financial Matters:**

- To approve the internal auditor for 2024-25 and approve the Statement of Assurance.
- To formally adopt and sign the Annual Governance Statement 2023-24 and to set the dates for public inspection.
- To formally adopt and sign the Accounting Statement 2023-24.
- To agree and sign the AGAR 2 Exemption Certificate.

16. **To approve as a correct record the minutes of the meeting held on 20 March 2024** and to authorise the Chairman to sign the official minutes.

17. **Rauceby Gigabit Project** – update from Cllr. S Enstone.

18. **Reports from Visiting Representatives and Police Matters**

19. **Planning Applications Received from NKDC (This may include plans received since the agenda was circulated):**

- 23/1533/FUL | Erection of 2 no. broiler poultry units (meat production) with feed silos, roof mounted Solar PV panels and hardstanding | Boiling Wells Farm Grantham Road Greylees Sleaford Lincolnshire NG34 8QX. **No Objections at regular meeting of Rauceby Parish Council. (Submission to NKDC complete 19/01/24.)**
- 23/1321/LBC | Conversion and change of use of barns to class E retail gun shop | North Rauceby Lodge Church Lane North Rauceby Sleaford Lincolnshire NG34 8QU. **No objections by Planning Sub-Committee (Submission to NKDC complete 07/12/23.)**
- 23/1320/FUL | Conversion and change of use of barns to class E retail and gun shop | North Rauceby Lodge Church Lane North Rauceby Sleaford Lincolnshire NG34 8QU. **No objections by Planning Sub-Committee (Submission to NKDC complete 07/12/23.)**

Plans decided by NKDC since the last meeting

- 24/0219/FUL | Installation of agricultural Biomass boiler heating system within agricultural building and installation of solar panels (non-domestic). | Boiling Wells Farm Grantham Road Greylees Sleaford Lincolnshire NG34 8QX. **No objections by Planning Sub-Committee (Submission to NKDC complete 07/03/24.) Approved by NKDC.**
- 24/0145/LBC | Repairs and conservation works to roof including replacement leadwork, repointing, repair of coping stones, replacement finials and external refurbishments including replacement windows, replacement downpipes (cast iron) and internal refurbishments | The Middle House Rauceby Hall Tom Lane North Rauceby Sleaford Lincolnshire NG34 8QN. **No objections by Planning Sub-Committee (Submission to NKDC complete 12/02/24.) Approved by NKDC.**
- 24/0144/HOUS | Repairs and conservation works to roof including replacement leadwork, repointing, repair of coping stones, replacement finials and external refurbishments including replacement windows, replacement downpipes (cast iron) and internal refurbishments | The Middle House Rauceby Hall Tom Lane

North Rauceby Sleaford Lincolnshire NG34 8QN. **No objections by Planning Sub-Committee (Submission to NKDC complete 12/02/24.) Approved by NKDC.**

20. **Matters Arising and New Business** Notified to Clerk prior to meeting

- i. Installation of a permanent SID speed monitor – feedback.
- ii. Web Management System annual fee (recommend 3 hours for £54)
- iii. Condition of telephone kiosk – feedback.
- iv. Safety check of PC Assets (audit circulated 01/05/24)
- v. Repairs to planks of two benches – feedback.
- vi. Repairs to bus shelter on Main Street – feedback.
- vii. Repairs to bench with a broken armrest – feedback.
- viii. April litter pick – feedback.
- ix. Repairs to verge outside church after Openreach excavations.

21. **Update on Outstanding Matters**

i. Actions from previous meetings

Action	Responsible Party	Description	Status
Mar (1)	Clerk	Clerk to write to pub re brown sign	Complete 23/03/24
Mar (2)	All Councillors	Review all policies and procedures	In progress
Mar (3)	Chairman	Inspect village assets	Complete 28/04/24
Mar (4)	Clerk	Contact Wilsford PC re their SID	Complete 23/03/24
Mar (5)	Cllr G Enstone	Contact G Earl re making good verge near church	Complete
Mar (6)	Cllr G Enstone	Contact FixMyStreet re debris in Rauceby Drove gully	Complete: will not proceed
Mar (7)	Chairman	Inspect bus shelter for damage	Complete and repaired April 2024
Mar (8)	Chairman	Contact potential cast iron welder re broken bench arm rest	In progress

22. **Financial Matters:**

- i. Financial report – for approval and signing.
- ii. Cheques for signing / expenditure approval.
- iii. Savings account.
- iv. Annual review of Direct Debit payments (only ICO).
- v. Pre-agreement for payment of routine expenditure (Village Hall rental, Payroll management, Grass-cutting, Internal audit fees, HMRC PAYE)
- vi. VAT claim.

23. **Any other business:** Any matters which have arisen after the agenda was published.

24. **Date of Next Meeting** – The next regular meeting will be held at 19h30 on Wednesday, 3 July 2023 at the Rauceby Village Hall.

Matters which have been raised in meetings and which may be considered further at a future date:

- S Rauceby Well refurbishment: deferred until more appropriate.
- (New) Watching brief on requirement for EV charging points for the public and for residents who do not have off-road parking facilities (from March 2024).

- (New) Councils' new duty to prevent sexual harassment: when more information becomes available about how compliance is to be managed the Clerk will prepare a policy document for adoption by the PC (from March 2024).