

## OLD BOLINGBROKE WITH HAREBY PARISH COUNCIL

Sunset View  
Cowbroads Lane  
Old Leake, PE22 9QU

Parish Chair: Councillor Pam Powell  
Parish Vice-Chair: Councillor Isobel Godsell  
Parish Clerk: Mrs Deborah Money

Dear Councillors,

NOTICE IS HEREBY GIVEN and members of the Parish Council are summoned to attend the Annual Meeting of the Parish Council to be held on Thursday 15th May 2025 in Ramsden Village Hall at 7.00pm or at the close of the Annual Parish Meeting whichever is the soonest and the business to be dealt with at the meeting is listed in this agenda.

**Item 5 will be the Open Forum where Members of the Public are invited to ask questions or make short statements to the Council in relation to the business on the agenda.**

Please note that any recommendations made at this meeting by the Parish Council in respect of planning applications on the agenda are advisory only and not binding on East Lindsey District Council. Documents relating to the applications may be viewed at [www.e-lindsey.gov.uk/Planning](http://www.e-lindsey.gov.uk/Planning). It is recommended that any comments you wish to make be submitted direct to East Lindsey District Council, either by their website as above or by letter.

Signed *Deborah Money* - Parish Clerk

09.05.2025

### Agenda

1. **To elect a Chair** and receive the signed Declaration of Acceptance of Office
2. **Election of Vice- Chair**
3. **Chair's Welcome**
4. **To resolve to close the meeting for the public forum.**
5. **Public forum for a maximum 15 minutes will be set aside for the meeting.**
6. **To note any apologies and accept valid reasons of absence**
7. **To receive any declarations of interest in accordance with the Localism Act 2011 and consider any requests for dispensations<sup>1</sup> in relation to Disclosable Pecuniary Interests or any other interests as outlined in the Council's Code of Conduct**
8. **To receive and approve the draft notes of the meeting held on 20<sup>th</sup> March 2025**
9. **To receive reports from the County and District councillors**
10. **Finance matters: Previously sent to Councillors, to resolve as correct and authorise payments**
  - a) **To formally note financial position**
  - b) **To consider and approve renewal of Council's insurance with Zurich**
  - c) **To formally approve any automated, retrospective and future payments to be made:**

15.04.25	Safety Signs for Less	(1)	£72.86
31.05.25	Salary (under LGA 1972 s.112)	(4)	£342.11
31.05.25	Mileage	(4)	£70.20
23.04.25	Internal Audit End of Year	(3)	£43.45
20.05.25	ICO		£47.00
31.05.25	Zurich Insurance		£690.25
30.06.25	Salary (under LGA 1972 s.112)	(2)	£342.11
  - d) **To note any income received since the last meeting**

28.03.25	Interest		£28.78
23.04.25	HMRC Tax refund	(3)	£3109.10
28.04.25	ELDC Precept 50%	(2)	£5,712.00
30.04.24	Interest	(1)	£27.90

#### 11. AGAR Annual Governance and Accountability Return 2024/25

- a) To receive, consider and approve cash book income and expenditure 2024-25 statements for publication
- b) To receive, consider and approve asset register for publication
- c) To receive the annual Internal Auditor report and approve publication
- d) To receive the Balance Sheet for the year end 31<sup>st</sup> March 2025, to be signed by the Chair and the Responsible Finance Officer
- e) To receive, consider and approve the Annual Governance Statement (Section 1 of the Annual Governance and Accountability Return (AGAR)) for financial year 2024/25 and authorise signing by the Chair and the Parish Clerk
- f) To receive, consider and approve the bank reconciliation, variance analysis and the Annual Accounting Statement 2024-25 and authorise signing by the Chair
- g) To consider and approve commencement date for the exercise of elector's rights of inspection of the accounts to be exercised 3<sup>rd</sup> June – 12<sup>th</sup> July 2025

#### 12. Council Reserves

To consider and approve Council Reserves:

Village Sign Fund	£3,000
Legal Fees	£1,000
Election Fund	£2,000
Defibrillator Fund	£500
Street furniture Fund	£2,016
Office equipment Fund	£100
Hareby Memorial Fund	£116
Grant For Play Area an George V Field	£239
General Reserve	£11,645

#### 13. Planning Matters

**Planning Town and Country Planning Act 1990. To consider and make observations on all planning applications received and note planning approvals, refusals, enforcement complaints and appeal decisions advised by the district council. To include those received from the date of this notice and the day of the meeting.**

- a) Application reference 02068/25/FUL has been received and is now being considered. Planning Permission - Extension to existing dwelling to provide additional living accommodation  
Greenhills West Keal Road  
Reply to planning sent: No objections.
- b) T1 - Yew - Fell.  
T2 - Fir - Reduce in height by 20ft (see photo supplied).  
T3 - Cypress - Reduce height to previous pollarded height (approx. 6ft).  
LOCATION: Bolingbroke House, West Keal Road.  
Reply to Planning sent: No objections
- c) Application reference 00267/25/FUL has been received and is now being considered. Planning Permission - Change of use of former chapel and agricultural land to provide 1no. dwelling.  
Methodist Chapel, Chapel Lane.  
Reply to Planning sent: No objections.

#### 14. Village Matters

- a) To receive an update on highway matters
- b) To receive Neighbourhood Watch report

#### 15. Internal Council Matters

- a) To review the Council's Standing Orders
- b) To review the Financial Regulations
- c) To consider and approve a Debit Card policy
- d) To review the Council's Code of Conduct
- e) To review Minutes on Noticeboard
- f) Review new location of defibrillator currently at Methodist Chapel
- g) PN Fencing
- h) To allocate Councillor responsibilities

#### 16. To receive correspondence and note any action required

**17.** Clerk and Councillor Reports (for information only), including a review of actions from minutes and matters that Councillors wish to be brought to the next or subsequent meetings, *No decisions may be made under this section, but Councillors may wish to flag up issues*

**18.** To note the date of the next meeting of the Parish Council 17<sup>th</sup> July 2025.

<sup>1</sup> A dispensation form should be requested from the Clerk before the meeting date and will be considered by Full Council at the meeting