

METHERINGHAM PARISH COUNCIL

High Street, Metherringham, LINCOLN, LN4 3DZ

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✉ parishclerk@metherringham-pc.gov.uk

<http://parishes.lincolnshire.gov.uk/Metherringham/>



You are summoned to a ordinary meeting of Metherringham Parish Council which will be held on **Wednesday 25th September 2024 at the Parish Council Offices, High Street, Metherringham, LN4 3DZ at 6.15pm.** A public session, lasting no more than 15 minutes, commences at 6.15pm., and to receive a report from the County Councilor and the District Councilors. Members of the public and press are welcome to attend.

K A Parker

Signed:

Keith A Parker

Chair

Metherringham Parish Council

20th September 2024

AGENDA

1. Chair's comments including Introduction of Temporary Clerk.
2. To resolve to accept Apologies for Absence and reasons given in accordance with Local Government Act 1972 S85(1)
3. Members Declarations of Interests:
 - a. Members may make any declarations of interest at this point but may also make them at any point during the meeting in accordance with Metherringham Parish Councils Code of Conduct
 - b. Dispensations: To consider and grant dispensation to relevant members in accordance with Metherringham Parish Councils Code of Conduct
4. To approve the notes of the Parish Council meeting held on Wednesday 28th August 2024 as a true and accurate record
5. To approve the notes of the Parish Council events meetings held on Monday 2nd and Monday 16th September 2024 as a true and accurate record
5. To receive reports from representatives to other village organizations and committees:
 - a. Village Hall Management Committee
 - b. Metherringham Swimming Pool
 - c. Metherringham Bowls Club
 - d. Metherringham Community Hub
 - e. Metherringham Football Club
 - f. Metherringham Gardening Club

7. To discuss and resolve Points regarding Swimming Pool
 - a. To resolve to accept land from LCC around Swimming Pool as per attached Maps
 - b. To discuss and resolve If MPC as landowners should apply for Planning permission for an extension to the existing changing rooms to create a disabled changing space with costs charged to Swimming pool.
 - c. To Discuss and resolve to grant Approval for improvement to the general changing facilities at the pool
 - d. To discuss and resolve to complete MOU review by endorsing latest revision

8. To receive update on Public toilets renovation as set out below:-

- a To receive an update on door opening/Closing method and integral locks
- b AWS have noted exceptional water use during the toilet being closed an explanation is sought
- c To receive confirmation when Toilets will be complete and opened to the public

9. Financial matters:

- i. To consider and approve the bank reconciliation for end of September 2024

Monies In Bank at 20-08-24

Treasurers Account	9,129.08
Treasurers Account	4,123.56
BUS BANK INSTANT	9,641.12
BUS BANK INSTANT	332,723.90
Total	355,617.66

- ii. To consider and approve payments made between August and September 2024
- iii. To approve the accounts for payments to be made

Invoices for payment up to 18/09/24

E.on Street Light Maintenance	£967.20
WILSON ALARM SYSTEMS LTD	£610.80
Pristine Windows	£19.00
Wright, Lilley & Co Accountants	£66.00

Paid By DD or SO or urgent payments

Right Action Fire Extinguishers service	£168.60
ICO Information Commissioner's Office DD	£35.00

- iv To receive an update on staff payments

Irrespective of where the meeting is up to - at 8.30pm The Chairman will ask the council to resolve the meeting to be moved into closed session by reason of the confidential nature of the remainder of the business; the press and public be excluded. Items of this importance should be discussed within the 2-hour allocated for meetings.

10. Public bodies (admissions to meetings act 1960 exclusion of the press and the public: to resolve that in accordance with Section 1(2) of the public bodies (admissions to meetings) act 1960 and by reason of the confidential nature of the remainder of the business the press and public be excluded.

11. To address FOIA request received

12. To discuss and resolve Audit Findings.

- a significant number of previous audit recommendations outstanding
- b Events delegated expenses contradicts financial regulations which states no delegated responsibility of expenditure
- c All TOR to be revised in line with Audit findings
- d Councillors code of conduct revision to be confirmed and put on web site
- e Policies to be put on web site, after review and acceptance
- f 5 years Annual returns not published
- g Asset Register to be revised and published
- h Councillor responsibilities to be published
- i Online banking system does not have dual authorisation in place
- j Tender awarded to J Burrows by recommendation of environment committee, nothing to confirm or provide transparency around tender process
- k Has VAT 126 reclaims been completed
- l Precept demand and budget completed correctly
- m Credit card payments made without councillors' knowledge
- n Petty cash control to be revised
- o Assets inspected and HSE Issues considered requires full review
- p Risk register dated 2006 is inadequate
- q Annual RA to be undertaken
- r financial reporting to council not taking place
- s Signed minutes to be put on web site
- t Purchasing not in line with financial regulations
- u HR policies and procedures to be reviewed and put on web site

13. To note a Code of Conduct issue

14. To receive update on staffing issues

15. Extra ordinary meeting to be arranged for completion of items for agenda 9th October 2024

16. Date of next ordinary meeting 30th October 2024

17. Meeting ends at