



METHERINGHAM PARISH COUNCIL

John F Money Temporary Clerk/Proper Officer
Tony Shaw Temporary Responsible Financial Officer
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NOTICE

PARISH COUNCIL MEMBERS ARE SUMMONED to attend the Annual Parish Council Meeting of Metheringham Parish Council to be held at The Parish Office, 31a High Street, Metheringham LN4 3DZ on Thursday 1st May 2025 at 6.30pm.

Following the election of Chairman and Vice Chairman there will be a public forum for a maximum of 15 minutes where members of the public may ask questions or make short statements to the Council. The meeting will receive an oral report from local members of Lincolnshire County Council, North Kesteven District Council and a representative of the Lincolnshire Police.

John F Money

John F Money
Temporary Clerk to Metheringham Parish Council
26th April 2025

AGENDA

1. a) **To elect a Chairman of the Council for the Council year of 2025/26**
(Chairman to sign declaration of acceptance of office once appointed)

b) **To elect a Vice Chairman of the Council**

Public Forum (15 mins, three minutes each speaker)
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 Metheringham Parish Councils Code of Conduct.
 - b. Dispensations: To consider and grant dispensation received by the Proper Officer to relevant members in accordance with Metheringham Parish Councils Code of Conduct.
 - c. The Chairman to remind Members to review their Declaration of Interests form if there are and change of circumstances
4. **To approve the draft minutes of the Parish Council meetings** held on Wednesday 26th February 2025, Monday the 24th March 2025 and the 2nd April 2025 as a true and accurate record of those meetings

(All of the above minutes are available to view on Councils Website. In the future all minutes of meetings will be posted on the Councils Website within 7 days of the said meeting).

5. **To note any action points outstanding from previous meetings including an update on streetlighting.**

6. **To appoint representatives to outside bodies:** Members must be independent of the outside body they are appointed to, they should consult with Council prior to attending meetings and report back to Council when necessary.
 - a. Lincolnshire Association of Local Councils (LALC, usually the Chairman and the Proper Officer)
 - b. Village Hall Management Committee
 - c. Metheringham Swimming Pool
 - d. Metheringham Bowls Club
 - e. Metheringham Community Hub
 - f. Metheringham Gardening Club

7. **To consider and resolve to appoint members to serve on the Committees of the Council**
 - a. Planning & Environmental Committee
 - b. Finance Committee and Staffing Committee
 - c. Planning & Environment Committee
 - d. Events and Entertainments Working Group

9. **Policies:**

To review and adopt the following policies:

 - a. Standing Orders
 - b. Financial Regulations
 - c. Code of Conduct
 - d. Co-option policy
 - e) Social Media Policy
 - f) Email Policy
 - g) Complaints Policy
 - h) Grievance Policy
 - i) Data Breach Policy

(Other policies will require reviewing and adopting in the future, Members will be emailed copies of these policies that are not posted on the Councils Website)

10. **Asset Register:** To consider and verify the up to date asset register for 2025/26, if available.

12. **Reports from council representatives on other village organizations and committees:**
 - a. Metheringham Village Hall Management Committee
 - b. Metheringham Swimming Pool
 - c. Metheringham Community Hub
 - d. Metheringham Bowls Club
 - e. Metheringham Football Club
 - f. Metheringham Gardening Club

13. **Financial matters:**
 - a. **Insurance:**
 - i) To consider and resolve the Council's Insurance renewal premium due on 1st June 2025 at a cost of £. (an increase of £ from the previous year)

- ii) To consider and resolve the Insurance renewal premium due on 1st June 2025 for the Metheringham Swimming Pool Management Committees Insurance at a cost of £1,028.97 (an increase of £135.00 from the previous year)
- iii) To consider and resolve the Insurance Renewal premium due on 1st June 2025 for Metheringham Village Hall Management Committees Insurance at a cost of £718.06 (an increase of £109.62 from the previous year)
- iv) To consider and resolve the Engineering Inspection Insurance for Metheringham Swimming Pool and Metheringham Village Hall at a maximum cost of £500.00.

b. Accounts for Payment:

- i) To consider and resolve to accept the bank reconciliation for end of April 2025
- ii) To consider and resolve payments made between 1st April and 1st May 2025

c. Consider grant applications received from the following groups:

- i) Metheringham over 60s Club
- ii) Metheringham Gardening Club
- iii) Metheringham Bowls Club
- iv) Metheringham Swimming Pool

14. To resolve provisional dates and times for Full Parish Council meetings to be held in 2025-26

16. Planning Applications:

To note No 6 Flintham Close application resolved by the Proper Officer after consultation with Members

16. Public bodies (admission to meetings) act 1960 exclusion of the press and public: to resolve that in accordance with section 1(2) of the public bodies (admission to meetings) act 1960 and Schedule 12a of the Local Government Act 1972 by reason of the confidential nature of the remainder of the business, the press and public be excluded.

18. The Temporary Clerk to update Members on recent issues raised both at the Annual Parish Meeting and other relevant information

19. Staff Contracts of Employment

20. Date of next meeting