

# GOXHILL PARISH COUNCIL

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Dear Councillor,

26<sup>th</sup> July 2024

You are invited to attend the **Ordinary Meeting** of **Goxhill Parish Council** to be held on **Thursday 1<sup>st</sup> August 2024**, commencing at **19.30** at Parish Rooms, Howe Lane, Goxhill.

The business of the meeting is detailed below; please contact the Proper Officer prior to the meeting to offer your apologies if you are unable to attend.

The meeting is open to members of the public for public participation and there will be an opportunity for members of the public to address the council prior to the council meeting commencing.

This Council supports the right of anyone to record this meeting in so far as is possible within the constraints of the Council's meeting rooms but advises that no one may disrupt the meeting in doing so. Anyone wishing to record the Council meeting should obtain the necessary legal advice to ensure they understand the rights of any member of the public who may be present who do not wish to be filmed or recorded.

## Public Participation

The time will be restricted to 15 minutes maximum unless the council decides otherwise. Items raised that relate to an agenda item will be discussed by Councillors at the relevant point; the public should note that decisions not on the agenda are unable to be resolved by the council until the following meeting if the council agree them as future agenda items in this meeting.

Yours faithfully

Hannah Hepworth

## AGENDA

- 2408/1     **Apologies**  
i)       Apologies for absence, if any
- 2408/2     **Declarations of interests / dispensations**  
a.   Declarations of Interests, in respect to agenda items to be made and recorded in the minutes even if an interest has been declared on the register.  
**COUNCILLORS MUST DECLARE ANY AMENDMENT TO PECUNIARY INTERESTS WITHIN 28 DAYS**  
b.   For the Council to note any dispensations presented to the clerk prior to the meeting and their resolution.
- 2408/3     **Minute approval**  
a.   To receive and approve as a true and correct record the minutes from the ordinary meeting of the council that took place on 4<sup>th</sup> July 2024 at 7.30pm
- 2408/4     **Committee meeting minutes**  
i)    To note the minutes of the Millennium Green Trust Committee meeting  
ii)   To note the minutes of the Personnel Committee meeting  
iii)  To note the minutes of the Parish Room Committee meeting  
iv)   To note the minutes of the Cemetery Committee meeting

- (v) To note the minutes of the PROW Committee meeting

2408/5

**Public Rights of Way**

**a. Review of current JB Rural Contract**

- i) To review the current contract and receive an update from the Clerk on the meeting with JB Rural.  
ii) To consider any actions arising from above and agree the way forward

**b. Review of scope of work**

To review the current scope of work for the PROW and the Verges contracts and revise if necessary

**c. Review of maps**

To review the current maps provided by NLC/GPC and to agree that these are correct or need amendments

**d. Tender**

To agree the process for producing a tender document for PROW and Verge cutting that can be sent out in September

**e. Monitoring of PROW**

To discuss and agree how to effectively monitor and manage the verge and footpath cut performance

2408/6

**Committee Structures**

- i) To discuss and agree the effectiveness of the current committees and agree the way forward  
ii) To restructure committees to ensure they have at least 4 Councillors on each

2408/7

**Co-Option**

To receive an update on the current Co-Option

2408/8

**Report of the Proper Officer**

To note the report of the Proper Officer

2408/9

**Finance approval**

- (i) To approve the schedule of payments for August 2024 including the following payments and any other on the schedule
- ❖ **Village Lengthsman £570.00**
  - ❖ **Parish Rooms Caretaker £100.00**
  - ❖ **Mark Nettleton (Millennium Green) £600.00**
  - ❖ **JB Rural invoice 1250 4<sup>th</sup> Cut £1278 and 2176 5<sup>th</sup> Cut £1278**
  - ❖ **41 hours overtime for the Clerk in August, as agreed by the Personnel Committee at hourly standard rate - £602.70**
  - ❖ **Kyanite annual hosting package £174.42**
  - ❖ **Any payments received by HMRC, despite our current dispute, and note the letter received stating our account will be monitored to make sure GPC pay what HMRC state is owed by the deadlines and penalties applied if payments are late or not made**
- (ii) To receive the cashbook summary for July 2024 and for council to agree that the cashbook summary month end tallies with the month end bank statement July 2024
- (iii) To receive an update on the D Day Community Grant Claim
- (iv) To receive an update on the Sustainable Planting Community Grant Claim

- 2408/10      **2023-2024 external audit**  
To agree the revised AGAR documents, as requested by the external auditor
- 2408/11      **Report from Ward Councillors**  
a. To agree that the meeting be temporarily suspended to receive the Ward Councillors' report.  
b. To consider any actions arising from the report
- 2408/12      **Planning**  
a) To note there are no new planning applications  
  
b) To consider any applications submitted between the date of the agenda and the meeting.
- 2408/13      **Community Event update**  
To receive an update on the Community Event from the Chair
- 2408/14      **Pipeline Consultation**  
To discuss and agree GPC's position on the subject
- 2408/15      **Playground**  
a) To receive an update on the installation of the swing, gate and bark
- 2408/16      **Blue Plaque**  
a) To agree the wording for the blue plaque for Mary Denniss  
b) To agree the price for the plaque taking into account the agreed wording
- 2408/17      **Information Board**  
To discuss and agree actions required for installing the notice board
- 2408/18      **Meeting times**  
To consider changing the Parish Council meetings from 7.30pm to 7pm.
- 2408/19      **GPC nomination for the Short Award**  
To consider and agree any nominations GPC wish to make for the Short Award
- 2408/20      **GPC Data Breach**  
To consider a recent reported data breach which required no further action and agree any actions to be taken from this
- 2408/21      **General correspondence**  
i) To receive any correspondence
- 2408/22      **Agenda for next and future meetings**  
To take note of any items for the next or future agenda
- 2408/23      **Date of next meeting**  
To confirm the date, time and location of the next meeting (subject to any change in circumstances)