**AYLMERTON PARISH COUNCIL**

**PARISH COUNCIL MEETING**

**MINUTES**

**23rd November 2021**

**Attendees: Cllr R Bacon (Vice-Chairman), Cllr Cllr J Lynes , M Williams**

**In Attendance: P Adams (Clerk) County Councillor Eric Vardy. Two members of the public (including Mr Edward Clifton Brown regarding the Glamping Site).**

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**All minutes are draft until approved at a subsequent meeting**

**Meeting began at 7.00pm**

1. **TO ELECT A CHAIRMAN.** Cllr Lynes nominated Cllr Bacon and this was supported unanimously. Cllr Bacon agreed to accept and signed the declaration accordingly
2. **APOLOGIES FOR ABSENCE** Cllr R Fuke
3. **Declarations of interest and requests for dispensations** Cllr Bacon and Cllr Lynes declared an interest on item 8.
4. **MINUTES OF THE MEETING HELD 14th September 2021 –** Considered and approved. Members discussed the concerns raised previously by Cllr Fuke that the allotment rent request was incorrect but concluded that this was a misunderstanding.
5. **COUNTY COUNCILLOR REPORT –** Cllr Vardy report is attached.

**PUBLIC PARTICIPATION**. **The public participation session lasts for 10 minutes - 2 minutes per person.** A member of the public (an allotment tenant) came to discuss a minute reference 14th September about barbed wire fencing surrounding their plot. The previous minutes stated as follows: ***The Barbed Wire Fence.*** *After consideration of the advice from the British Horse society, members agreed that the remaining barbed wire on the allotments should be removed. The Clerk was asked to action.*  The Allotment holder gave the Chairman a letter from the Parish Council dated 2016 stating that the fencing could remain. She went on to say she had not received the correspondence referred to in the minutes. The Clerk explained that, that as she has resigned she had decided this matter would be best managed by the new Clerk. The Allotment holder stated she was not prepared to remove the barbed wire fence and would not be prepared to pay for a replacement fence. The Chairman pointed out that this was a matter of health and safety, a child had been injured by the fencing and the Parish Council must ensure that the site is safe. The members agreed to revisit this issue in the new year. Earlier in the day the Allotment Holder had sent an email to the Clerk refusing to give evidence of updated insurance, (part of the annual requirement of their tenancy agreement) The tenant gave the Clerk a document that would enable online access to the policy.

Mr Edward Clifton Brown, the owner of the Glamping Site informed the meeting that the Glamping site had opened in August and has been a success. No complaints or concerns have been reported and it is the intention to open the site for a longer period next year. This will require a planning consent and that process will begin shortly. The Chairman asked if the associated equipment would remain on site all year (in 2022) and Mr Clifton Brown said it would. Cllr Williams asked if there would be more tents next year and Mr Clifton Brown said there would be 10 or 12. Cllr Bacon (Chairman) thanked Mr Clifton Brown for attending the meeting.

1. **POLICE REPORT – previously circulated**
2. **TO RECEIVE AN UPDATE ON ITEMS FROM THE PREVIOUS AGENDA**
   * 1. **The Lawn Mower** It was agreed that Cllr Bacon (Chairman) will approach the Village Hall Committee in the New Year to offer the mower as a gift
     2. **The Village Hall** Cllr Bacon (Chairman) informed the meeting that he and members of his family attended the last Village Hall Committee meeting and they have agreed to hold a Christmas Party for the village children. Cllr Bacon will lead this initiative.
     3. **The Noticeboards.** The Clerk had previously issued the quote received. It was agreed that this matter will be reconsidered in the new year.
     4. **The Glamping Site** See item **5**
     5. **The Bus Shelter** A quote has been received. It was agreed that further quotes will be sought next year.
3. **THE ALLOTMENTS – To agree to defer further discussions until the next meeting.** Agreed
4. **PLANNING: To receive an update and to consider new planning applications**: None
5. **FINANCE and GOVERNANCE**
6. **To consider the Receipts and Payments for September and October 2021**. On a proposal from Cllr Williams Members approved.
7. **To consider the Budget Monitor.** On a proposal from Cllr Bacon (Chairman) Members approved
8. **To consider the proposed budget for 2022/23.** On a proposal from Cllr Bacon (Chairman) members approved.
9. **To agree the Precept for 2022/23.** Members agreed to set the precept at £7537.50
10. **To receive the resignation of the Clerk.** Agreed. The Clerk’s official notice period ends on 23rd December but the Clerk agreed to be flexible, where possible, so that a smooth transition can take place.
11. **To agree the recruitment process for a new Clerk**. The Clerk agreed to manage the process.
12. **To agree the financial arrangements until the new Clerk is in post.** The Clerk will continue as RFO until a new clerk/locum is in place
13. **To agree Bank Signatories for 2022/23.** This matter will be finalised when the new Clerk is in place.
14. **To consider items that have arisen since the publication of the ageNDA** None
15. **TO CLOSE THE MEETING** There being no further business the Chairman closed the meeting at 8.32pm