

# Tilney St. Lawrence Parish Council

*Serving the villages of Tilney St Lawrence, Tilney cum Islington, and Tilney Fen End*

**Notice is hereby given**, and all members of the Council are summoned to attend the meeting of the Parish Council to be held 7pm Monday, 08 January 2024 in the Village Hall.

**Information for councillors and members of the public & press:**

For the protection of the public, Council members, and staff, the following COVID-19 risk mitigation measures will be in place:

- Please do not attend the meeting if you feel unwell, or if you are required to self-isolate for any reason.
- Please arrive five minutes before the time of the meeting. Late arrivals may not be admitted.
- Councillors are requested to wear their Parish Council identification lanyards.

At the agenda item for public participation, 15 minutes is set aside when a short statement may be made, or a question asked, individual members of the public may speak for a maximum of 5 minutes. If you wish to speak when invited by the chairman, please raise your hand and wait to be asked. A question shall not require a response, nor start a debate. The chairman may direct a written or oral response to be given. Members of the public should not speak at any other time unless otherwise indicated on the agenda.

Please note that the meeting may be recorded, and attendees' images captured.



Clerk: Jackie Christie

Cornwall Lodge, 1, Church Road, Wiggenhall St Mary the Virgin. PE34 3EH

Email: clerk@tslclerk.org. Tel: 07855789413.

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## **Agenda**

1. To note members' attendance and to receive apologies for absence.
2. To approve the Minutes of the meeting held on Monday, 04 December 2023.
3. To approve the minutes of the extraordinary meeting held on Tuesday 19 December 2023.
4. To receive declarations of interests and to consider any written request for dispensation.
5. **Public Participation**
  - 1) To receive representations relating to matters on the agenda.
  - 2) To receive representations or questions on other matters.
6. **To consider any police matters**

*None*
7. **To receive the clerk's matters arising from last month's meeting.**
  - 1) **Highways** issues were reported to Highway Rangers.
  - 2) **Blue Streetlamps** – Clerk received a reply on 15<sup>th</sup> December – 'We have finally received back the lanterns we removed and sent back for repair. I will get these refitted where you have some blue lights. are there any you would like to be treated as a priority?

I realise you have several now that need attention. I have suggested a solution to the manufacturers where we replace the faulty part. Having to take the lanterns down and send them back is not viable with such a large amount to do'

Clerk replied that ALL lamps need replacing and requested that they take a drive around our village to see for themselves.

I am awaiting a response from them.

- 3) **Parking on the strip of land between Punsfer Way and Stallet Way.**  
Clerk has replied to concerned resident that the Parish Council fully support the introduction of bollards by KL&WN BC.
- 4) **Cricket Pitch** – Clerk has written to the contractor informing him that he can proceed on written confirmation that holes will be installed for the placement of the cricket stumps.  
No reply as to date.
- 5) **Replacement glass in bus shelters.**  
Clerk has instructed Saint Engineering to proceed with the replacement glass to Perspex in TSL bus shelters as per quotation.  
The lead time for the Perspex order is 14 days and then the engineer will need to round edges.  
Due to the Christmas holidays, this will be ordered and replaced in January.

8. **To receive reports:**

- 1) Chairman
- 2) Footway lighting
- 3) Footpath and tree
- 4) Village hall

9. **Highways and footways**

10. **To receive and consider Borough and County Council Issues.**

None.

11. **Financial matters.**

- 1) *To approve the December Bank Reconciliation – (appendix A).*

**Proposed.....Secoded.....**

- 2) *Income:*

TSB Interest December	£ 4.56
Unity Trust Bank quarterly Interest	£282.61
<b>Total</b>	<b>£287.17</b>

- 3) *To approve Payments to 8<sup>th</sup> January 2024, including any late payments reported by the clerk, and to note the two Councillor signatories to authorise the bank payments. (appendix B).*

**Proposed.....Secoded.....**

- 12. **2024/25 budget** – a base rate figure has now been received from the Borough Council, however this is subject to their adoption of the council Support Scheme and the recommendation by cabinet will be considered at full council on 31 January 2024. This means that if adopted the borough base rate for TSL will be £493.20 per band D property.

I have therefore based the Parish precept on this amount which is £56.84 per band D property.  
To approve and agree the TSL budget for 2024/25 (available at the meeting).

**Proposed.....Secoded.....**

13. **To Discuss CIL Income** (Community Infrastructure Levy)

Total CIL balance B/F	£9,494.06
Earmarked for all weather cricket pitch	£3,000.00
<b>Bal:</b>	<b>£6,494.06</b>

14. **To consider any planning applications.**  
None
  
15. **To note Borough Council planning decisions.**  
35 Church Road Tilney St Lawrence – Single-storey rear extension including front porch and demolition of existing outbuilding - approved.  
  
Sycamore Farm Chapel Road Tilney Fen End - Proposed ground floor extension and upgrades to the existing property at Sycamore Farm at Chapel Road – approved
  
16. **Village Signs and Gates cleaning**  
The cleaning of TSL and TCI village Signs, Village Gates and some Rondels will be due in the near future.  
A quotation has been received for £110.00  
To consider if and when this should take place.
  
17. **Replacement notice board for TSL village –**  
Replacement lockable oak notice boards start from around £1,300.  
These look similar to the one in Tilney cum Islington.  
It is not possible to give exact cost as dimensions and fixings will need to be taken into consideration.
  
18. **To discuss** the possibility of having a bus shelter on both side of the road in Tilney St Lawrence.
  
19. **Food Bank Update.**
  
20. **Social Media Update.**
  
21. **To receive and consider any general correspondence.**
  
22. **To consider items for the next agenda.**

Meeting closed:



# Appendix B – Payments to 8<sup>th</sup> January 2024

3 January 2024 (2023-2024)

## Tilney St Lawrence Parish Council PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
108 Street Light Electricity	08/12/2023		Unity current Account	DD	Electricity Charge	YU Energy	L	100.15	5.01	105.16
109 Street Light Electricity	08/12/2023		Unity current Account	DD	Electricity Charge	YU Energy	L	18.28	0.91	19.19
110 Outside Operative Salary	06/01/2024		Unity current Account	BACS	Erica Wages	Outside Operative	X	182.91		182.91
111 Clerk Salary	06/01/2024		Unity current Account	BACS	Clerk Salary	Clerk	X	706.33		706.33
112 Street Light Electricity	08/01/2024		Unity current Account	DD	Electricity Charge	YU Energy	L	103.95	5.20	109.15
113 Outside Operative Salary	08/01/2024		Unity current Account	BACS	PAYE	HMRC	E	18.80		18.80
114 Clerks Office Allowance	06/12/2023		Unity current Account	BACS	overpayment of clerks expensr	Clerk	E	0.81		0.81
115 Bank Charges	31/12/2023		Unity current Account	FEE	Bank charges	Unity Bank	E	18.00		18.00
116 Clerks Office Allowance	08/01/2024		Unity current Account	BACS	Clerks Expenses	Clerk	E	12.19		12.19
116 Travel Expenses	08/01/2024		Unity current Account	BACS	Clerks Expenses	Clerk	E	2.70		2.70
117 Clerks Office IT Software	08/01/2024		Unity current Account	BACS	Clerks Expenses	Adobe Systems	S	4.16	0.83	4.99
118 Office Mobile SIM	08/01/2024		Unity current Account	BACS	Office Mobile SIM	Lyca Mobile	S	3.25	0.65	3.90
<b>Total</b>								<b>1,171.53</b>	<b>12.60</b>	<b>1,184.13</b>