

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 7:30pm Monday, 04 March 2024 following the Annual Parish Meeting 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, Wiggshall St Mary the Virgin. PE34 3EH

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

Agenda

1. To note members' attendance and to receive apologies for absence.
2. To approve the [Minutes](#) of the meeting held on Monday, 05 February 2024.
3. To receive declarations of interests and to consider any written request for dispensation.
4. **Public Participation**
 - 1) To receive representations relating to matters on the agenda.
 - 2) To receive representations or questions on other matters.
5. **To consider any police matters**
None
6. **To receive the clerk's matters arising from last month's meeting.**
 - 1) ***Blue Streetlamps*** –Clerk emailed the contractor requesting a meeting with the company and the Chairman on 08/02 and a reply was received on 13/02 as below:
The latest we have heard back from the suppliers today is this:

Sorry for the delay in replying I've been off for a couple of days, thanks for the additional info, this has been escalated to director level within Marwood's and we will continue to work with Holophane in order to resolve this on your and your customers behalf.

We are keen to get this situation resolved and will keep you updated on progress. The Clerk emailed the contractor on 27/02 requesting them to change all of the lanterns at their expense, as the problem has now been going on for over a year.

The Clerk has informed NALC of the situation and asked for legal help on what measures the Parish Council can take against the contractor to get this matter resolved.

2) Replacement glass in bus shelters

This has now been completed and the invoice received with payment authorised for March 6th as below.

3) Replacement notice board for TSL village –

This has been ordered and we are just awaiting delivery.

7. Clerks Report:

Clerk requests annual leave from Friday 26th April to 3rd May 2024 total 6 days.

8. To receive reports:

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

9. Highways and footways

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

11. Financial matters.

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

Proposed.....Seconded.....

- 2) *To note Income:*

TSB Interest February	£ 4.71
	Total £ 4.71

- 3) To Approve Payments to 6th March 2024, including any late payments reported by the clerk, and to note contractual payments. **(appendix B).**

Proposed.....Seconded.....

12. To Discuss CIL Income (Community Infrastructure Levy)

Total CIL balance B/F	£9,494.06
Earmarked for all weather cricket pitch	£3,000.00
Earmarked for new notice board	£ 966.00
Bal:	£5,528.06

13. To discuss the possibility of a village green

To identify land within the parish suitable for a village green.

Land possibly suitable is currently privately owned by a local farming family, however they do not appear to cultivate this land only cut the grass.

The owner would need to be approached with the possibility of either – Selling, Leasing or Gifting a piece of this land to the Parish Council (possibly in partnership with Dr Punsfer’s Gift charity) to be used as open space.

Consideration is required going forward as to ongoing costs - grass cutting, purchase of picnic benches, signage, fencing, gates, maintenance of furniture, insurance, etc.

14. To consider any planning applications.

None

15. To note Borough Council planning decisions.

None

16. To receive and consider any general correspondence.
None

17. To consider items for the next agenda.

Meeting closed:

Appendix A – February Bank Reconciliation.

27 February 2024

Tilney St Lawrence Parish Council

Prepared by: _____
Name and Role (Clerk/RFO etc)

Date: _____

Approved by: _____
Name and Role (RFO/Chair of Finance etc)

Date: _____

	Bank Reconciliation at 27/02/2024		
	Cash in Hand 01/04/2023		40,996.53
	ADD		
	Receipts 01/04/2023 - 27/02/2024		34,863.84
			75,860.37
	SUBTRACT		
	Payments 01/04/2023 - 27/02/2024		25,047.47
A	Cash in Hand 27/02/2024 (per Cash Book)		50,812.90
	Cash in hand per Bank Statements		
	Petty Cash	27/02/2024	10.00
	Unity current Account	27/02/2024	3,185.86
	TSB Current Account	27/02/2024	2,416.48
	TSB Deposit Account	27/02/2024	4,146.04
	Unity Savings Account	27/02/2024	41,054.52
			50,812.90
	Less unrepresented payments		
			50,812.90
	Plus unrepresented receipts		
B	Adjusted Bank Balance		50,812.90
	A = B Checks out OK		

Appendix B – Payments to 6th March 2024

26 February 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
127	06/03/2024		Unity current Account	BACS	Replacement Bus shelter Glass	Saint Engineering Ltd	S	2,913.00	582.60	3,495.60
128	08/02/2024		Unity current Account	DD	Electricity Charge	YU Energy	L	19.25	0.96	20.21
129	08/02/2024		Unity current Account	DD	Electricity Charge	YU Energy	L	111.34	5.57	116.91
130	28/03/2024		Unity current Account	BACS	Scribe Annual Subscription	Starboard Systems Ltd	S	345.60	69.12	414.72
131	06/03/2024		Unity current Account	BACS	Clerk Salary	Clerk	X	706.33		706.33
132	06/03/2024		Unity current Account	BACS	Erica Wages	Outside Operative	X	178.10		178.10
133	06/03/2024		Unity current Account	BACS	PAYE	HMRC	X	1.89		1.89
134	06/03/2024		Unity current Account	BACS	Clerks Expenses	Clerk	E	26.00		26.00
134	06/03/2024		Unity current Account	BACS	Clerks Expenses	Clerk	E	2.70		2.70
135	06/03/2024		Unity current Account	BACS	Adobe Systems	Adobe Systems	S	4.16	0.83	4.99
136	06/03/2024		Unity current Account	BACS	Office Mobile SIM	Lyca Mobile	S	3.25	0.65	3.90
137	06/03/2024		Unity current Account	BACS	Printer Inks	Amazon	S	16.66	3.33	19.99
Total								4,328.28	663.06	4,991.34