

# November 1<sup>st</sup> 2022 - Minutes of Meeting

Minutes of an ordinary meeting of Corringham Parish Council, held on Tuesday 1<sup>st</sup> November 2022 at 7.15 pm at Corringham Primary School

**Present: Parish Councillors:** D. Semley (Chair), J.Stanser, S Blades, M. Parr, N.Smith,  
**Member(s) of the Public:**

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**7.15pm – Public Forum:** No attendees. Cllr. Howitt-Cowan: Report for November 2022 circulated prior to the meeting.

P.C. McFall sent a short report and sent apologies – she is on the wrong shift

## Item

1. **CHAIRMAN’S REMARKS** Meeting was opened by Chair Cllr. Semley who welcomed all to the meeting and advised Standing Orders were in place.
2. **APOLOGIES FOR ABSENCE** – None
3. **DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011 AND TO RECEIVE ANY APPLICATIONS FOR DISPENSATION IN RELATION TO DISCLOSABLE PECUNIARY INTEREST** – None
4. **MINUTES** - To consider and resolve to accept as a true and accurate record

**RESOLVED** that Minutes of the Ordinary Meeting held Tuesday 2<sup>nd</sup> October 2022, approved and signed as a correct record.

## 5. **BUSINESS MATTERS FOR CONSIDERATION** -

- a. Ecology Project Proposal.
  - i. 3 quotes in for cemetery works acquired.
  - ii. 1 further quote required for works to pond **[ACTION: Cllr Smith]**
  - iii. Prices for bulbs, wild flower, seeds etc. to be sought. **[ACTION: Cllr Semley]**
  - iv. Grant funding for pond clearance and cemetery works to be looked into. **[ACTION: Cllr Semley]**
- b. Cemetery Noticeboard
  - i. Prices for boards were discussed. Top of board to be titled Corringham Burial Authority. Surround to be in blue. **RESOLVED** to purchase board 12xA4 including posts, keys and lock at £801+VAT **[ACTION: Cllr Stanser]**

c. Signage

No Dogs signage ordered. **[ACTION: Cllr Stanser]**

d. Pond Safety Equipment

Pond Safety equipment on order. **[ACTION: Cllr Stanser]**

e. Newsletter

**RESOLVED** Newsletter to be sent to counsellors for proof-reading by end of the month **[ACTION: Cllr Semley]**

f. Ashwin Charity and Land Holdings

No updates. **RESOLVED** for Cllr Semley to chase solicitor.

g. PC Telephone

Purchased a pay-as-you-go phone with credit (£50-£100) to access and reply to PC e-mails and social media.

h. Coronation

Ideas for coronation discussed, which will take place on May 6<sup>th</sup> 2023. Tree planting, party at the Village Hall, design a village name sign competition were ideas put forward. **RESOLVED** to approach Cllr. Perraton-Williams regarding the legality of designing highways signage. PC to write a letter to the Village Hall and the church asking for suggestions about what they would like to do for the coronation. **[ACTION: Cllr Semley]**

6. **FINANCIAL REPORTS** – To receive the financial report and approve payments.

a. Finance report

Finances are currently being audited internally for mid-year. Final audit will take place May/June 2023; the mid-year audit will ensure we have everything in place ready for this.

ITEM	DESCRIPTION	COMMENT	ACTION
1.	Monies in bank as of 31 <sup>st</sup> October 2022	Current Account = <b>£11,995.80</b> BMM (Reserve) Account = <b>£5,504.71</b> Total = <b>£17,500.51</b> Accounts checked and reconciled to end October 2022	
2.	Bank activity	Bank charges October 2022 = <b>£8.00</b> Interest on reserve account October 2022 = <b>£1.61</b>	
3.	Paid invoices & expenses	Donation of <b>£100</b> made to Willingham Band	
4.	Outstanding invoices & expenses	Heathers Property Services, September invoice – <b>£790</b> Village Hall – Hire of Hall Aug & Sept - <b>£36*</b> LALC – Training - <b>£43</b>	
7.	Income received	None	

8.	Income outstanding	None	
9.	VAT	VAT - awaiting VAT return	
10.	Asset register	Road signs & Cones to be added to asset register – photos required. Bench ends & leftover slats need recovering from R Brown. Items from Jubilee to be added in readiness for Coronation	<b>J Stanser/ D Semley</b>
11.	Ashwin Trust	Cheque received from D & J Clark Farmers - <b>£265</b>	<b>Needs to be banked – DS to attempt to bank in Lincoln</b>

b. Final Budget Presentation

Budget discussed. PC agreed to proposed budget plan; it now needs to go to WLC to be signed off.

**7. COUNCILLOR TRAINING**

a. Website Training

Cllr Semley attended second clerk's course and will attend the website training.

**8. PLANNING MATTERS** – To consider applications and responses to planning matters.

None submitted

**9. ONGOING MINOR ITEMS, CORRESPONDENCE AND AGENDA ITEMS FOR THE NEXT MEETING**

i. WLDC have attended to the dog bins on Mill Mere Lane and school corner but two more existing and placement of new to be chased up.

**10. DATE OF NEXT MEETING** – To resolve to note the date of the next General Parish Council meeting **Tuesday 6<sup>th</sup> December 2022 – 7.30pm – Venue: Corringham Village Hall**

**Meeting Closed: 8.35pm**

**ADOPTED**