

Corringham Parish Council & Burial Authority

Minutes of Ordinary Meeting October 3rd 2023

Minutes of an Ordinary meeting of Corringham Parish Council, held on Tuesday 3rd October 2023 at 7.15 pm at Corringham Village Hall

Present: Parish Councillors: D. Semley (Chair), S Blades, M. Parr

7.15pm – Public Forum:

One member of the public present with comments on Cemetery (noted) and interest in function of Parish Council.

Item

1. CHAIRMAN'S REMARKS

Meeting was opening by Cllr. Semley who welcomed all to the meeting and advised Standing Orders & Nolan Principles were in place. Cllr. Semley apologised for the cancellation of the September meeting due to technical issues and subsequent illness.

Julia Tipping of Aisby had applied to join the Council, was duly Co-opted and joined the meeting.

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 relating to the agenda.

4. MINUTES - To consider and resolve to accept as a true and accurate record and discuss matters arising:

RESOLVED - That Minutes of the Ordinary Meeting held Tuesday 4th July 2023 were approved and signed as a correct record.

- a. Cllr. Semley informed the meeting that no auditor had yet been appointed by LALC but we are signed up for the scheme.
- b. Cllr. Semley has contacted WLDC re dog bin issues but to date no reply. Cllr. Semley to chase.
- c. Heathers undertook additional hedge and grass cutting in August as per discussed, hence the increase in invoice. Back lane, the public footpath along the school perimeter, and hedge cutting around the benches to be outlined in the 2024/25 contract.
- d. Cemetery noticeboard now installed. Thank you to C Toyne & Son limited for giving their time to install it for us.
- e. Safety equipment needs installing in pond area.

5. BUSINESS MATTERS FOR CONSIDERATION

- a. Budget planning for 2024/25. - Finance meeting arranged for 10th October in School Cabin to discuss budget plans for 2024-25 fiscal year.

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- b. Defibrillator – It was **RESOLVED** to purchase a defibrillator for the Parish to be sited at the Village Hall (subject to agreement) and to pay for the yearly upkeep of such. Clerk to write to Village Hall committee informing them of the decision and seeking their agreement to have it sited on the wall of the Village Hall and for it to use their electricity supply.
 - c. Litter pickers offered by LCC were of limited supply and we were not able to secure any.
 - d. Quote required for work on trees. To go ahead once leaf fall season is over.
 - e. Overhanging branches from the trees in the Churchyard are proving a difficulty for ground maintenance of the cemetery and are impeding the growth of the memorial trees along the shared boundary. It was **RESOLVED** that we should write to the church asking if they could address the overhanging branches.
 - f. It was **RESOLVED** that the pond be overhauled in order to create a credible and more inviting water feature in the village that was a pleasant site to visit. Quotes for pond works and discussions on scope of work required for next meeting.
 - g. Details of Civility & Respect pledge were discussed and draft of policy was circulated for discussion at next meeting.
6. **FINANCIAL REPORTS** – To receive the financial report and approve payments.
- a. RFO Report (see separate report) – It was **RESOLVED** to accept RFO reports as presented. August report had been circulated at the end of August.
 - b. Spends vs Budget were discussed. Current spend against budget is low as projects were put on hold pending outcome of elections. Anticipated overall yearly spend currently within budget.
 - c. All invoices for payment were listed on payment approval form. It was **RESOLVED** to approve all for payment.
 - d. No news on audit currently. Awaiting appointment of Auditor.
7. **PLANNING MATTERS**
No planning matters received
8. **CORRESPONDENCE**
a. E-mails had been circulated prior to meeting for information only.
9. **ONGOING MINOR ITEMS AND AGENDA ITEMS FOR THE NEXT MEETING**
a. None
10. **DATE OF NEXT MEETING** – To resolve to note the next Ordinary Meeting of the Parish Council will be on **Tuesday th November 2023 – 7.15pm – Venue: Corringham Village Hall**

Meeting Closed: 20.45