

Corringham Parish Council

Minutes of the Ordinary Meeting of the Parish Council April 8th 2025, 7.15 pm Corringham Village Hall

Present:

Parish Councillors: D Semley (Chairman), J Tipping, M Parr, S Bibb, R Craven, MJohnson, S Blades (Vice-Chairman)

7.15pm – Public Forum: No members of the public in attendance

Item:

11. CHAIRMAN'S WELCOME - Cllr. Semley welcomed all to the meeting, informed all that Standing Orders were in place, and told the Council that she now felt like things were beginning to move in terms of the works etc taking place in the Parish.

12. APOLOGIES FOR ABSENCE - None

13. DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS – None in relation to items on the agenda

14. MINUTES & MATTERS ARISING

It was **RESOLVED** to accept the minutes from the meeting on March 4th 2025 as a true and accurate record.

It was **RESOLVED** to advertise for a new Clerk and to post information regarding the post on the Parish Facebook page.

It was **RESOLVED** to put a poll on Facebook re the creation of Green Lanes around the Parish to gauge community interest. Results to be discussed at the next meeting.

15. BUSINESS MATTERS FOR CONSIDERATION – To consider and review:

i. Clerk Updates

Cllr. Semley updated the council on the following:

Lincolnshire Wildlife Grant – A grant for £500 has been applied for through the Lincolnshire Wildlife Fund. This is to purchase hedging, pond plants and native bulbs for the pond area.

Ashwin Charity – We are awaiting correspondence from Nat West re the recent request to add signatories. Once this has been received Cllr. Semley should have a contact name and details in order to try and get things sorted.

Tree works – These are now complete in the Pond and Recreation ground areas, and it looks more light and open. The invoice is slightly above what was quoted as there were more dead trees than first thought and an Ash with Ash Dieback that needed to be removed. The removal of this will also benefit one of the trees with a TPO on it.

Tree Preservation Orders (TPOs) - The question of which trees have TPOs on them has now been resolved. There are three trees on Parish land with TPOs: two walnut trees in the pond area and one Ash tree in the recreation field adjacent. Cllr Semley has taken photographs of the relevant trees and is preparing a map showing their location for future reference.

Training – Cllr Semley apologised for having omitted to book training session identified earlier. Councillors had received an updated list of training session and are to let Cllr Semley know of any they wish to attend.

Cllr. Semley to enquire as to any future Burial Authority Courses.

Asset Register – Cllr Blades has checked the Parish assets and will let Cllr Semley have her findings so the Asset Register can be updated.

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Fly Tipping – As this is already in the newsletter it was felt that a nothing further could be done at present except to monitor the situation. The newsletter encourages people to report it to The Parish Council for monitoring as well as WLDC.

- ii. **Pond works** – A decision was taken to pull the work forwards to over the Easter period and a meeting was held between the contractors and Parish Council representatives, where the scope of work was discussed and agreed.

The decision was taken to bring the work forward for the following considerations:

The school will be closed

No birds are yet nesting on the pond – consideration to be given to leaving an area of vegetation in which water fowl can nest.

The pond is at its lowest level in quite a long time allowing for better access.

The ground around the pond is reasonably dry so as not to get fouled with large machinery

It will give us time to work on the pond, with new planting around the banks and pond margins

- iii. **Fence works** – The fence between the pond area and recreation area is in a state of total disrepair. Most of the previous hedge planting along this line had failed. It was noted that the fence line does become overgrown in the growing season and some degree of clearance does need to take place. It was **RESOLVED** that the fence be removed and the situation assessed with regard to the planting of new hedging plants.

The gates to the playing field need fixing. Concerns over unauthorised access to the playing field was raised. It was **RESOLVED** that the large gate should be locked/chained. Cllr. Semley to speak to the school re their access via this gateway.

- iv. **Dog mess** – The Chairman commented that she was saddened to see this topic on the agenda again after a number of years. It appears that dog fouling is becoming an issue again around the Parish, particularly on the grass verges around Aisby and in the Cemetery. There is a request for people to pick up after their dogs in the newsletter. It was **RESOLVED** to source some signage for the verges asking people to pick up after their dog. It was also **RESOLVED** that a post would be put on Facebook re dog fouling.
- v. **Funding request from CACG** – The Council has received a request for grant funding from CACG for a community. Questions about the funding and legal side of the event were raised by councillors. It was **RESOLVED** that a representative from CACG be asked to attend the next meeting to discuss further and address any concerns.
- vi. **Policy Review** – The following policies were reviewed with no amendments required. Abusive, Persistent or Vexatious Complaints, Lost Child, Internal Controls, Privacy & Data Protection To be signed off at May AGM.
- vii. **Annual Parish Meeting** – To be held on 20th May, starting at 7.30. Information is in newsletter. Further information to be posted on Facebook and on the Noticeboard. It was **RESOLVED** to offer cakes and a cuppa at the meeting. Cllr. Semley to source cakes as last year.

Representatives from the following Community groups will be invited to give a report on their past year's activities – County Counsellor, District Councillor, School, Church, CACG, Police.

- viii. **Newsletter** – Circulated prior to the meeting. Cllrs pointed out a few typos and omissions. Additional wording was added to dog mess and fly tipping. It was **RESOLVED** that once the outlined amendments have been made it would go for print.

It was also **RESOLVED** that information would be posted on the Parish Facebook page moving forward.

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

- i. **RFO report for March 2025 & Year end 2024/2025** was presented. It was **RESOLVED** to approve as a true and accurate record.

RFO Report March 2025

ITEM	DESCRIPTION	COMMENT	ACTION
1.	Monies in bank as of 31 st March 2025	Current Account = £1,972.42 BMM (Reserve) Account = £28,675.85 Total = £30,648.27 Bank reconciled to 31st March 2025	
2.	Bank activity	Bank charges March 2025 = £8.00 Interest on reserve account March 2025 = £38.66	
3.	Paid invoices & expenses	Village Hall – Room hire (January) - £26	
4.	Income	Allotment Rents - £840.00 Exclusive Rights of Burial Fee - £200.00	These to be paid from 2025-26 budget
5.	Total income to date	£16,981.75	
6.	Total outgoings to date	£10,423.50	
7.	Payments awaiting approval	Legal Fees – Ashwin Statement of Truth - £210 Tree works – Hilltop tree services - £2,400 Awaiting Heathers property services – grass cutting Village Hall – Room hire Feb & March	
8.	VAT	VAT claim for 2024-25 fiscal year is £266.37	Claim to be submitted
9.	Budget review	See separate sheet/file	
10.	Precept	Precept received 01/04/205 - £17,500	

- ii. An invoice from Village Hall for £26 was received at the meeting which was added to the payment sheet. It was **RESOLVED** to agree payment of the invoices as listed.

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2024/25 Budget vs Actuals 31/3/25

#	2023/24 Actual	2023/24 Budget	2024/25 Actual to date	2024/25 Budget	Notes for 2024/25 financial year
	£	£	£		
Income					
Precept	-	13,090	15,000	15,000	
Bank interest	-	-	582	100	
Cemetery	100	300	560	300	
Allotment Rent	-	620	840	620	
Vat Refund	1,507	300	-	100	
Grants & Donations	-	-	-	-	
	1,607	14,310	16,982	16,120	
Expenditure					
Clerk's Salay	340	4,000	953	4000	
PAYE	-		187		
Clerk expenses, Milage	-		48		
Website support			180	400	Additional support forwarded to 2025-26 budget
Auditor's Fees	180	250	0	1000	Invoice not yet received - Forward to 2025-26 budget
Bank Charges	94	120	96	120	
Room hire	280	400	260	400	
Annual Insurance & ICO	403	440	453	445	
Subscriptions LALC	142	200	0	400	Invoice not yet received - Forward to 2025-26 budget
Training	132	300	15	300	
Burial Authority	-		0	0	
Cemetery	-	250	0	0	
Allotment Rent	-	200	380	220	
Grass Cutting	5,655	4,500	6110	6500	
Pond works	-		0	0	
Recreation Ground	-	150	0	150	
Tree works	-	500	750	500	
Fencing & gates	-	1,000	0	1000	Forwarded to 2025-26 budget
Benches	-	-	0	100	
Donations	-	25	0	25	
Newsletter	75	450	0	300	Forwarded to 2025-26 budget
Legal Fees	299	500	0	1000	Forwarded to 2025-26 budget
Ecology works	-	2,000	0	0	
General costs	507	200	638	200	
Defribullator	-	-	88	100	
Election Costs	120	3,000	0	0	
Total	8,227	18,485	10,157	17160	
V AT	200.19		266		
			10,424		
Total	8,427	18,485	10,424	17,160	£2,812 Saving made from Clerk's salary £4,100 of spend forwarded to 2025-26 budget

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Corringham Parish Council - End of Year Bank Reconciliation 2024-25

	Current Account	BBM Account	Totals		
Balance B/fwd April 2024	£3,035.92	£21,054.13	£24,090.05		
Plus interest 2024/25	£0.00	£581.72	£581.72		
Plus income 2024/25	£16,400.00	£0.00	£16,400.00	£41,071.77	check
	£19,435.92	£21,635.85	£41,071.77		check
Transfers 2024/25	£5,000.00	-£5,000.00			
	£24,435.92	£16,635.85	£41,071.77		check
Minus Expenditure 2024/25	£10,423.50	£0.00	£10,423.50		
	£14,012.42	£16,635.85	£30,648.27		check
Cash in Bank 31/3/25					
BBM Account	£28,675.85				
Current Account	£1,972.42				
Total cash in bank	£30,648.27				check

17. **PLANNING MATTERS** – Planning application for extension to property on Middle Street was circulated prior to meeting. No objections from Council.

18. **CORRESPONDENCE** – No significant or actionable correspondence received.

19. ONGOING MINOR ITEMS AND AGENDA ITEMS FOR THE NEXT MEETING

It was reported that some of the road signs around Aisby had been damaged, including the Aisby Name sign – yet again! It was **RESOLVED** to put a post on Facebook asking that in future those who were responsible contact us so we could inform the relevant authority. It was noted that it was a shame that Aisby seemed to be the target of either vandalism or bad driving!

20. **DATE OF NEXT MEETING** – It was **RESOLVED** that the date for the next meeting of the Parish Council, which will be the **Annual General Meeting**, to be on **Tuesday 6th May 2025 at 7.00 pm.**

Annual Parish Meeting to be held on Tuesday 20th May at 7.30 pm in Corringham Village Hall.

Meeting closed 21.03pm