

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, 02 September 2024 in the Tilney St Lawrence 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.

Agenda

To note members' attendance and to receive apologies for absence.

1. To approve the Minutes of the meeting held on Monday, 01 July 2024.
2. To receive declarations of interests and to consider any written request for dispensation.
3. **Public Participation**
 - 1) *To receive representations relating to matters on the agenda.*
 - 2) *To receive representations or questions on other matters.*
4. **To receive the clerk's matters arising from last month's meeting.**
 - 1) Replacement Tilney Cum Islington gateway village name sign – This has been ordered by the Chairman from Mr Signs Ltd for £54 plus VAT – awaiting delivery.
 - 2) Cycle Rack – Clerk is still waiting for this to be fitted so that the 100% grant funding can be obtained. Clerk contacted Village Hall Chairman who informed her that this is on the caretakers list of things to do.
5. **Clerks Report.**
 - 1) To Approve the Clerks annual leave from 18th October to 25th October = 6 days.
 - 2) Tilney Cum Islington Notice Board - The Clerk is unable to place items in the Tilney Cum Islington notice board due to the door lock jamming. This has been an ongoing problem and the Clerk has managed to free the lock in the past, however the lock is now jammed solid.
To consider a replacement notice board similar to the replacement one in the village.
6. **To receive reports:**
 - 1) *Chairman*

dormers, and upgrading all external finishes. - Application Permitted - 5 August 2024 - Delegated Decision.

14. Draft Gambling Review form KL&WN Borough Council

Already circulated via email on 29th July 2024.

KL&WN Borough Council have requested any comment to be made by 16th September 2024.

15. Village Playing field Grass Cutting

The Village Hall Chairman has received a request from the local football clubs if the playing field could be cut more frequently as the grass is so long that when it is cut it does not mulch in and leaves cut grass laying around. They now have three football clubs playing weekly on the pitches. Clerk has received an email from the Village Hall Chairman which has been circulated to members with the agenda.

Cllr B Ayres has observed a cut in August whereby the contractor had someone following with a leave blower to disperse the longer grass.

If the grass cuts are increased it will mean an increase in the monthly charge from contractor.

16. St Johns Road bus shelter painting

The bus shelters are looking a little shabby in St Johns Road.

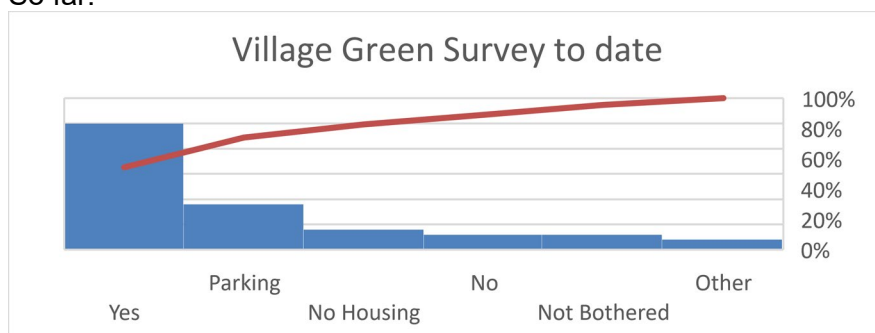
Is it time for maintenance?

17. Village Green

The village green survey forms are being returned, however the Clerk has only received 35 forms from a possible 1300 electorate.

The cut off date is 30th September, so hopefully more will be received.

So far:



Answers

Yes – 25

No – 3

Not bothered – 3

Other – 2

Parking Concerns & request parking – 9

No Housing - 4

18. To receive and consider any general correspondence.

None

19. To consider items for the next agenda.

Meeting closed:

Appendix A
Bank Reconciliation July 2024

23 August 2024 (2)

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 31/07/2024			
	Cash in Hand 01/04/2024		46,735.88
	ADD		
	Receipts 01/04/2024 - 31/07/2024		36,623.31
			83,359.19
	SUBTRACT		
	Payments 01/04/2024 - 31/07/2024		28,975.00
A	Cash in Hand 31/07/2024 (per Cash Book)		54,384.19
	Cash in hand per Bank Statements		
	Petty Cash 30/07/2024	10.00	
	Unity current Account 30/07/2024	6,103.56	
	TSB Current Account 30/07/2024	381.48	
	TSB Deposit Account 30/07/2024	0.00	
	Unity Savings Account 30/07/2024	47,889.15	
			54,384.19
	Less unrepresented payments		
			54,384.19
	Plus unrepresented receipts		
B	Adjusted Bank Balance		54,384.19
A = B Checks out OK			

Appendix B
Bank Reconciliation to 28th August 2024

28 August 2024 (2024-202

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: _____

A	Bank Reconciliation at 28/08/2024		
	Cash in Hand 01/04/2024		46,735.88
	ADD Receipts 01/04/2024 - 28/08/2024		41,247.81
			87,983.69
	SUBTRACT Payments 01/04/2024 - 28/08/2024		33,179.68
	Cash in Hand 28/08/2024 (per Cash Book)		54,804.01
B	Cash in hand per Bank Statements		
	Petty Cash 28/08/2024	10.00	
	Unity current Account 28/08/2024	6,904.86	
	TSB Current Account 28/08/2024	0.00	
	TSB Deposit Account 28/08/2024	0.00	
	Unity Savings Account 28/08/2024	47,889.15	
			54,804.01
	Less unrepresented payments		54,804.01
	Plus unrepresented receipts		
	Adjusted Bank Balance		54,804.01
	A = B Checks out OK		

Appendix C
Payments made in August & payments to 6th September 2024.

19 August 2024 (2024-2025)

Tilney St Lawrence Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
53 Bank Charges	30/06/2024		Unity current Accour	CHARGES	Bank charges	Unity Bank	E	18.00		18.00
54 Street Light Electricity	08/07/2024		Unity current Accour	DD	Electricity Charge	YU Energy	L	17.43	0.87	18.30
55 Street Light Electricity	08/07/2024		Unity current Accour	DD	Electricity Charge	YU Energy	L	73.65	3.68	77.33
56 Outside Furniture	02/08/2024		Unity current Accour	BACS	Repair of Village sign brick bat	J Featherstone	S	2,414.50	482.90	2,897.40
57 Outside Operative Salary	06/08/2024		Unity current Accour	BACS	Erica Wages	Outside Operative	X	170.30		170.30
58 Clerk Salary	06/08/2024		Unity current Accour	BACS	Clerk Salary	Clerk	X	786.53		786.53
59 CIL	10/07/2024		Unity current Accour	BACS	CIL	Tilney St Lawrence Village	X	43.75		43.75
60 Village Gateways	05/07/2024	010724.5.4	Unity current Accour	BACS	Cleaning Village Gateways and	Rise and Shine Window Cl	X	110.00		110.00
Total								3,634.16	487.45	4,121.61

28 August 2024 (2024-2025)

Tilney St Lawrence Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
61 Travel Expenses	05/07/2024		Unity current Accour	BACS	Clerks Expenses	Clerk	X	Entered Twice		
62 Office Allowance	05/07/2024		Unity current Accour	BACS	Clerks Expenses	Clerk	X	Entered Twice		
63 Grass Cutting	06/09/2024		Unity current Accour	BACS	Grasscutting	Heronwood Landscapes	X	880.73		880.73
64 Audit Fees	12/08/2024		Unity current Accour	BACS	Audit	PKF Little John LLP	S	210.00	42.00	252.00
65 Street Light Electricity	08/08/2024		Unity current Accour	DD	Electricity Charge	YU Energy	L	75.60	3.78	79.38
66 Street Light Electricity	08/08/2024		Unity current Accour	DD	Electricity Charge	YU Energy	L	18.16	0.91	19.07
67 Outside Operative Salary	06/09/2024		Unity current Accour	BACS	Erica Wages	Outside Operative	X	184.00		184.00
68 Clerk Salary	09/09/2024		Unity current Accour	BACS	Clerk Salary	Clerk	X	722.37		722.37
69 Clerks Office software	06/09/2024		Unity current Accour	BACS	Adobe Systems	Adobe Systems	S	8.32	1.66	9.98
70 Office Mobile SIM	06/09/2024		Unity current Accour	BACS	Office Mobile SIM	Lycra Mobile	S	6.50	1.30	7.80
71 Travel Expenses	06/09/2024		Unity current Accour	BACS	Clerks Expenses	Clerk	X	2.70		2.70
71 Outside Operative Salary	06/09/2024		Unity current Accour	BACS	Clerks Expenses	Clerk	E	5.81		5.81
71 Office Allowance	06/09/2024		Unity current Accour	BACS	Clerks Expenses	Clerk	X	46.00		46.00
72 Grass Cutting	06/09/2024		Unity current Accour	BACS	Grasscutting	Heronwood Landscapes	X	421.02		421.02
72 Grass Cutting	06/09/2024		Unity current Accour	BACS	Grasscutting	Heronwood Landscapes	X	122.50		122.50
72 Grass Cutting	06/09/2024		Unity current Accour	BACS	Grasscutting	Heronwood Landscapes	X	13.90		13.90
73 Grass Cutting	06/09/2024		Unity current Accour	BACS	Grasscutting	Heronwood Landscapes	X	183.75		183.75
73 Grass Cutting	06/09/2024		Unity current Accour	BACS	Grasscutting	Heronwood Landscapes	X	631.53		631.53
73 Grass Cutting	06/09/2024		Unity current Accour	BACS	Grasscutting	Heronwood Landscapes	X	27.80		27.80
Total								3,560.69	49.65	3,610.34