

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, 04 November 2024 in the Tilney St Lawrence Village Hall.

Information for members of the public & press:

At agenda item 3 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@tilneystlawrence-pc.gov.uk. Tel: 07855789413.

Agenda

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

1. To approve the Minutes of the meeting held on Monday, 07 October 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) Cycle Rack – Clerk sent invoices and photo's to KL&WN BC for payment of grant – payment received 21/10/20024.
 - 2) *The Buck Inn Licence Variation – Clerk informed the Licencing department that the Parish Council withdraw their refusal of the original application and have no objections to the new amended conditions as agreed by the Licencing Department and the applicant.*
 - 3) *St John's Road bus shelter painting.*
Clerk has instructed the contractor as agreed – awaiting completion.
 - 4) Tilney cum Islington replacement notice board has now been ordered and is awaiting delivery and fitting.
5. **Clerks Report.**

To note the Local Government Services Pay Agreement for 2024 which was agreed at £1,290 per annum full time. This equates to a 66p per hour increase and to note this is to be back paid to April 2024.
6. **To receive reports:**
 - 1) *Chairman*
 - 2) *Footway lighting*
 - 3) *Footpath and tree*
 - 4) *Village hall*

7. **Highways and footways**

8. **To receive and consider Borough and County Council Issues**

9. **Financial matters**

- 1) To approve the October Bank Reconciliation to 25th October – (**appendix A**)
Proposed.....**Seconded**.....
- 2) To approve Payments to 6th November 2024, including any late payments reported by the clerk, and to note contractual payments along with payments made. (**appendix B**)
Proposed.....**Seconded**.....
- 3) To Note Income:
- | | |
|-----------------------|------------------|
| Agricultural Rent | £ 378.43 |
| CIL | £1,432.39 |
| Grant for cycle Racks | £ 218.96 |
| <u>Total</u> | <u>£2,029.78</u> |

10. **Draft Budget 2025/26**

Draft Budget to follow.

11. **To consider planning applications.**

- 1) [24/01674/F](#) - Change of use/conversion of existing farm to form 1No residential dwelling and erection of a double car port - Land and Buildings E554646 N311850 S of 181, School Road.

[24/01698/F](#) - Siting of 8 mobile homes for Holiday accommodation at Duncans Nursery
Lynn Road, Tilney All Saints.

12. **To note Borough Council planning decisions.**

- 1) 24/00064/TPO - Hirdling House, 26, Church Road. 2/TPO/02178 - Fell T3 (Elm on survey but it's a false acacia) in response to subsidence damage to property - TPO Decision Consent - 15 October 2024 -Delegated Decision

13. **Grass Cutting Contracts**

Clerk has sent out tenders to six contractors – awaiting replies.

14. **Village Green**

To defer this item until after the budget has been agreed.

15. **To receive and consider any general correspondence.**

None

16. **To consider items for the next agenda.**

Meeting closed:

Appendix A
Bank Reconciliation to 25th October 2024

Tilney St Lawrence Parish Council

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

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

	Bank Reconciliation at 25/10/2024		
	Cash in Hand 01/04/2024		46,735.88
	ADD Receipts 01/04/2024 - 25/10/2024		47,687.60
			94,423.48
	SUBTRACT Payments 01/04/2024 - 25/10/2024		37,578.55
A	Cash in Hand 25/10/2024 (per Cash Book)		56,844.93
	Cash in hand per Bank Statements		
	Petty Cash 31/10/2024	10.00	
	Unity current Account 31/10/2024	8,646.38	
	TSB Current Account 11/09/2024	0.00	
	TSB Deposit Account 11/09/2024	0.00	
	Unity Savings Account 31/10/2024	48,226.14	
			56,882.52
	Less unrepresented payments		37.59
			56,844.93
	Plus unrepresented receipts		
B	Adjusted Bank Balance		56,844.93
	A = B Checks out OK		

Appendix B
Payments to 6th November 2024

30 October 2024 (2024-2025)

Tilney St Lawrence Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
85	Street Light Electricity	25/10/2024		Unity current Accour	DD	Electricity Charge	YU Energy	L	81.78	4.09	85.87
86	Street Light Electricity	25/10/2024		Unity current Accour	DD	Electricity Charge	YU Energy	L	17.30	0.86	18.16
87	Grass Cutting	06/11/2024		Unity current Accour	BACS	Grasscutting	Heronwood Landscapes	X	210.51		210.51
87	Grass Cutting	06/11/2024		Unity current Accour	BACS	Grasscutting	Heronwood Landscapes	X	61.25		61.25
87	Grass Cutting	06/11/2024		Unity current Accour	BACS	Grasscutting	Heronwood Landscapes	X	13.90		13.90
88	Clerk Salary	06/11/2024		Unity current Accour	BACS	Clerk Salary	Clerk	X	1,049.41		1,049.41
89	Outside Operative Salary	06/11/2024		Unity current Accour	BACS	Erica Wages	Outside Operative	X	183.80		183.80
90	Travel Expenses	06/11/2024		Unity current Accour	BACS	Clerks Expenses	Clerk	X	2.70		2.70
90	Office Allowance	06/11/2024		Unity current Accour	BACS	Clerks Expenses	Clerk	X	19.50		19.50
91	Office Mobile SIM	06/11/2024		Unity current Accour	BACS	Office Mobile SIM	Lyca Mobile	S	3.25	0.65	3.90
92	Clerks Office software	06/11/2024		Unity current Accour	BACS	Adobe Systems	Adobe Systems	S	4.16	0.83	4.99
93	Clerks Office software	06/11/2024		Unity current Accour	BACS	Microsoft 365 Annual Licence R	Microsoft	S	103.00	20.60	123.60
94	Outside Operative Salary	14/10/2024		Unity current Accour	BACS	PAYE	HMRC	X			
95	Outside Operative Salary	17/10/2024		Unity current Accour	BACS	PAYE	HMRC	X	8.60		8.60
Total									1,759.16	27.03	1,786.19