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**MINUTES of the Council Meeting held on Wednesday 8th March 2023
commencing at 7.00pm in the Committee Room of the Festival Hall, Caistor
Road, Market Rasen.**

Present: Councillor S. Bunney (Chairman/WLDC/LCC), Councillor M. Lakin - Whitworth (Vice-Chairman), , Councillor N. Taylor, Councillor C Turner, Councillor J. Pilley, Councillor A. Gray, Councillor J. Smith and Councillor A. Dale, Councillor M. Hassan

In attendance:

Lucy Waller – Town Clerk and Responsible Financial Officer
A representative of the press
2 Members of the public.

The Meeting opened at 19:00

1. Chairman's welcome.

The Chairman welcomed all present and at the Chairman's discretion Councillor N. Taylor gave a speech of thanks to Councillor Ken Bridger, who would not be standing for council again. Councillor Bridger's service and devotion to the town at town, district and county levels was highlighted.

2. To NOTE apologies for absence and to RESOLVE to approve the reasons for absence.

Apologies were noted from Councillors Easters, Madhaven and Bridger. It was RESOLVED to accept the reasons for absence. Apologies were also noted from Councillor J. McNeill of West Lindsey District Council.

3. Public Participation

A member of the public raised queries and received responses on the below:

- The number of planters in the Marketplace
- The results of any public vote on reduced parking in the Marketplace.
- Residents parking.
- The use of the George Street junction by busses.
- The closure of the access/egress from the Marketplace to George Street.

4. To RECEIVE any declarations of interest in accordance with the requirements of the localism Act 2011 and to consider any applications for dispensations in relation to Disclosable Pecuniary Interests.

None.

5. To RESOLVE to approve the draft minutes of the last meeting, held on

February the 8th, 2023.

It was RESOLVED to approve the draft minutes of the last meeting, held on February the 8th, 2023 as a correct record.

6. To NOTE any update on Action Points.

Members noted the report and requested further information on the progress of the agreement regarding the Church Mill Sluice.

7. To RECEIVE the report of the District & County Councillor including an update on CCTV.

Members noted the report from Councillor Bunney attached as Appendix A to these minutes.

8. Proposed by Councillor S. Bunney that Market Rasen Town Council RESOLVE to lobby Lincolnshire County Council Highways department to increase funding for pavement improvements and road traffic orders, without reducing roads maintenance projects.

The above RESOLUTION was passed.

Action point; Clerk to send request to LCC Highways via LCC Councillor.

9. To NOTE the Officer's reports.

Members noted the reports, and the Clerk was thanked for her work for the council and wished all the best for the future.

10. Accounts for payment:

•To RESOLVE to approve the accounts for payment.

The below accounts were noted and authorised for payment as required:

Market Rasen Town Council Accounts for payment March 2023						
Ref	Payee	Description	F/Hall £	General £	VAT £	Total £
pre-authorised automated payments since the last meeting - To note						
DD	WLDC	Refuse & Recycling	£62.83			£62.83
DD	WLDC	Non Domestic rates Office		£279.00		£279.00
DD	WLDC	Non Domestic rates OPS		£134.00		£134.00
DD	Total	Electricity OPS		£52.69	£2.64	£55.33
DD	Total	Electricity FH	£150.98		£7.55	£158.53
DD	Total	Electricity MP		£11.26	£0.56	£11.82
DD	Total	Electricity Office		£227.68	£45.54	£273.22
DD	Now Pensions	Employer service Charge		£12.50	£2.50	£15.00
DD	Now Pensions	Employer / Employee contributions		£529.11		£529.11
DD	SSE	Gas FH	£708.67		£141.73	£850.40
DD	SSE	Gas OPS		£478.52	£95.70	£574.22
DD	EE	Mobile Phones		£165.76	£32.95	£198.71
DD	Lloyds bank	Monthly fee £3				£3.00
DD	Wave	Water FH	£174.62			£174.62
DD	WLDC	Annual parking permit part payment		£18.23	£3.65	£21.88
DD	BT	Telephone/ Broadband		£57.51	£11.50	£69.01
Sub totals			£1,097.10	£1,966.26	£344.32	£3,410.68

Festival Hall deposit/bar refunds paid since last meeting						
FH 10,11	Hall hirers	£100 x 2	£100.00			£100.00
Sub total						£100.00
March 2023 Payments for authorisation (Authorised for electronic payment where required)☑						
UTB378						
Paid OOC	Amazon	2x key safes	£115.49		£4.49	£119.98
UTB379	Microshade	Citrix hosting		£85.50	£17.10	£102.60
UTB380	LALC	membership 23-24		£730.17		£730.17
UTB381	Pestcotek	Mole contract		£100.00	£20.00	£120.00
UTB382	Amazon	Printer paper and pens		28.18	£6.24	£37.42
UTB383	Sparkle	Office cleaning contract February		£100.00		£100.00
UTB384	Avica	Cleaning Products x2 invoices	£50.29		£10.08	£60.37
UTB385	Lincoln Web Design	software/support/ IT leases	£316.00			£316.00
UTB386 - 390	Payroll	February salaries		£6,248.83		£6,248.83
UTB391	HMRC	PAYE/ NI etc		£1,684.19		£1,684.19
UTB392	LALC	Annual training scheme 23-24		£155.00	£31.00	£186.00
UTB393	Right action	Fire Extinguisher servicing		£75.00	£15.00	£90.00
UTB394	Nicholsons	Payroll services		£25.00	£5.00	£30.00
UTB395	Zest Print Ltd	heritage leaflet printing		£369.00		£369.00
UTB396	Huws Gray (Buildbase)	Gas equipment FH	£5.38		£1.08	£6.46
UTB397	Tracy Smith	Cleaning FH	£67.50			£67.50
Sub totals			£554.66	£9,600.87	£109.99	£10,268.52
	Payment Totals		£1,651.76	£11,567.13	£454.31	£13,779.20
Town Partnership Expenses - to be paid by MRTC as administrators (Please note due to current banking constraints these are paid from MRTC Funds which are then refunded by bank transfer)						
TP108	MRTC	Donation towards Heitage leaflets ptinting	£341.23			
Total Transferred to refund MRTC			£341.23			

11. To RECEIVE a report on The Revitalisation and Refurbishment of Market Rasen's Conservation Area Aims, including Market Place and to RESOLVE any action.

Members noted the report and queries were raised over previous resolutions of council. It was **RESOLVED** that the use of the term "Shoppers Carpark" be removed from any branding/signage related to the Marketplace and that the maximum parking stay be set at 1 hour between 8am and 6pm, with 2 hours for disabled parking - if this is achievable with any appointed enforcement company employed.

12. To NOTE any updates on events for 2023.

It was noted that the Jemima Puddleduck performance would take place on Sunday 27th August at the Leisure Centre alongside a family fun day.

13. Any items for the next agenda.
None

14. Risk Management.

It was noted that the lack of a Clerk from the 17/03/2023 posed a potential risk to the council.

Members noted the regular scheduled health and safety checks that had taken place since the last meeting.

15. To RESOLVE that under the public bodies (admission to meetings) act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

The above RESOLUTION was passed.

The public and press left the meeting at this stage and the recording was stopped.

16. To RESOLVE any action in relation to the Festival Hall Roof Warranty.

It was RESOLVED to accept the contractor's inability to provide the warranty and accept the offer of a reduction to the cost of any future repair materials from the materials producer.

Action Point: Clerk to contact contractor.

17. Staffing Matters.

- **To NOTE the draft minutes of the HR Committee held on the 7th March 2023 and to consider any recommendations of those minutes.**

Members noted the draft minutes and RESOLVED the below:

The SCP for the Clerk recruitment be set at 29-32.

The shortlisting and interview panel be made up of the HR Committee Members with Cllr J. Smith as a substitute.

To invite the potential Locum Clerk to an interview with a view to negotiate a temporary contract based on a Month's contract on a rolling basis, with a week's notice period either way.

At least one day per week to be spent in the office but preferably two, and that day/s to coincide with other office staff being in the office.

20 hours per week, paid at £27 per hour (Including travel time, limited to one hour each way) and additional expenses to be claimed.

Employment to commence on the 17/03/2023 to allow for a day of handover with the current Clerk.

An additional SCP be awarded to the Assistant Clerk and Maintenance Operative roles from 01/04/2023.

that for a trial period of 6 months the Maintenance Operative claim paid overtime for any out of hours call outs as opposed to taking the time as TOIL as under the current system.

- **Recruitment**
There was no further discussion not covered in the above resolutions.
- **Appointment of acting Responsible Financial Officer and acting Proper Officer from the 18th March 2023.**
It was RESOLVED that for a temporary period until the appointment of a Locum or permanent Clerk, that Faye Lambkin-Smith be appointed as acting Responsible Financial Officer and acting Proper Officer.
- **To consider a request from the West Lindsey District Council Towns Manager.**
It was RESOLVED to agree to the request but ask that any implementation be delayed until a permanent Clerk has settled into their role.

The meeting closed at 20:54

Appendix A

Report to Market Rasen Town Council Wednesday March 8th 2025 **County Council and District Council Funding**

The **Central Government Funding Grant** for the County and District Councils was slightly better than expected. This has meant that not so much has been drawn from reserves. However, this ongoing situation remains a concern – particularly for the year 2025 – 2026.

The County Council have decided to put a further **£7m from Reserves into the Highways** pot to make a total of £17m. The extra money is to be spent on Pavement and Footpath improvements and the implementation of Road Traffic Orders – at the present there is a two year delay on some of these projects.

The County Council along with Lincolnshire's MPs are lobbying Central Government and The Treasury for increased funding for Policing, Road Improvement, Internal Drainage Boards and Social Care. All of which are at dangerously low levels and are, if not already, likely to have a negative effect on our communities.

West Lindsey has received **UK Prosperity Funding** of between £1.24m to £1.9m for the rural areas of the District. This is part of the levelling up agenda. The money is to be spent on projects between 2023 and 2025. Exact details of how these funds can be accessed will be sent to parish councils in the next few weeks. The emphasis will be on community projects, rural connectivity including broadband and support for local rural industries. Parish Councils and other community groups are advised to be thinking of potential projects which may benefit from such funding. The total amount of money seems large but spread equally over the whole district is in reality much smaller. Projects should therefore be in the order of hundreds to a few thousand – although match funding is a possibility.

Pigeons

Andy Gray, WLDC's Housing and Environmental Enforcement Manager reports :

" Officers have now investigated this issue, thanks for bringing it to our attention. Two visits have been undertaken and we have liaised with street cleansing in terms

of their role also. As a result the overall impression is that there is not believed to be a public health issue that we could take forward in terms of formal action. The street cleaning schedule appears to be working and some businesses are also assisting when carrying out their own clean ups also.

More specifically, at McColls, there did not appear to be a problem, the street cleaners deal with this area and the owner does also. At Perkins, it looks to have been recently cleaned and cleared and minimal pigeons were present. The railway bridge appears to be cleaned on a regular basis and if this continues it should not be a problem. There are some minor issues in relation to the pigeon proofing, but overall it is adequate.

The Council will monitor this from time to time when on the district and we would encourage any businesses experiencing further problems to report these to us so we can investigate further.

Thank you for bringing this matter to our attention."

Street Lights

Town and Parish Councils can request for streetlights to be turned on over a 24 hour period but at a cost of £150 to £300 per lamp. It is also a requirement that a complete street is turned on rather than odd lamps.

The criteria for used by LCC for retaining all night streetlights include roads with speed restriction installations [as is the case with Coronation Road] and the location of designated accommodation for the elderly and vulnerable. I have therefore asked LCC to consider all night lighting in parts of Churchill Avenue, Mill Road, Gordon Field and Lammas Leas due to the nature of the ACIS accommodation in the areas. Officers are currently undertaking the investigations and review.

Residents Car Parking Survey

As reported last meeting the overwhelming response from the residents of Dear Street and Mill Street is that they would like to see some form of resident permit parking scheme. However, they have reservations about the charges, times and number of permits per household. Indeed a few residents openly saying that they were in favour of a scheme but not the one proposed.

In the roads surveyed away from Dear Street, far fewer residents responded – with the numbers responding far less favourable.

In all approximately 70% of the 32 respondents were in favour. The information obtained has been passed on to LCC Highways for their consideration on whether to take the proposal further forward.

Link – Bank hub

Our application to Link for a banking hub in Market Rasen has got through the initial desk top approval stages. Two Inspectors visited the town on Monday March 3rd to undertake an in-person site visit. In addition to a visual inspection, they spoke to several businesses and residents about their banking needs and experiences. It is anticipated that they will report back with their findings and recommendations in the next few weeks. There may well be further assessments required.

AntiSocial Behaviour

After a relatively quiet period there has been a noticeable increase in incidents of

antisocial behaviour in the town. This has resulted in petty damage, broken windows, and the closure of John Street Toilets. There have also been incidents around The Festival Hall and Rase Park.

I had a meeting with Inspector Head to discuss the situation last Friday, March 3rd. During which we reviewed the crimes and incidents that had been reported to the Police – which unsurprisingly were not as high as the ones highlighted by myself and on social Media. Since the meeting he has asked the neighbourhood team to increase the level of priority on antisocial behaviour. We also looked at the means of increasing the flow of information and intelligence.

Insp Head also indicated that as well as antisocial behaviour the amount of intelligence being put forward on drug related incidents was well below what they would expect for a community of our size.

Flooding

As with Highways matters progress is very slow. The reluctance and inertia around agencies working together does not help. Rather than pooling ideas and thoughts to get the job at hand done 'passing the buck' appears to be the default.

Nevertheless, discussions are taking place on all the major incident sites including Dear Street, Gordon Field, Horseshoe Way/Legsby Road, Linwood Road, Oxford Street, Ridings, Waterloo Street. Remedial action has been carried out in parts but there is still more to carry out.

After last year's August Floods LCC initiated a town wide Section 19 Inquiry. Work has started on this. The following statement issued on behalf of LCC Executive Portfolio Holder for Environmental Matters, Cllr. Colin Davie, summarises the current position.

["August 2022 flooding event update – Following the severe storms in August 2022, which caused significant and widespread disruption across the county, a large number of Section 19 investigations were commenced. It is pleasing to report that good progress has been made with these reports with many now concluded in a timely manner so that recommendations coming out of the reports can be acted upon."](#)

[The storm event last August saw an exceptional amount of rainfall in a very short space of time that, in several areas, overwhelmed and exceeded modern design standards for drainage systems. As we are aware Market Rasen was one of the areas badly affected which resulted in a significant number of properties experiencing internal flooding. Following a townwide Section 19 Investigation this determined that further information would be required in regard to the current capacity and conditions of the drainage assets within Market Rasen, and that the best approach would be to undertake a feasibility study and hydraulic flood risk modelling across the town to understand the flood risk to the properties.](#)

[Over the coming weeks surveying will be undertaken as well as other data gathering activities across the town which will all feed into the overall feasibility and modelling works. This work will help assess the current condition, capacity and effectiveness of assets and structures in differing rainfall return periods across the whole of Market Rasen to help us understand the flood risk to properties. Following this we will then be able to highlight potential areas with minor capacity issues or required maintenance works, or suggest possible recommendations for improvements to the systems. This work will provide a robust evidence base to support any future funding requests for more significant drainage improvement works if deemed necessary. Whilst led through the Floods and Water Team this will also involve working with](#)

colleagues in the Highways Department at Lincolnshire County Council, Anglian Water and other Risk Management authorities to understand what possible mitigation measures may be required.

It should also be noted that a similar approach is also being explored for the town of Spalding and surrounding areas which were also badly affected by the same storm event, with discussions taking place between officers at LCC and Anglian Water to map out what will be required.”

Emergency Plan

The joint working group with Middle Rasen Parish Council have produced a working draft which is currently with the relevant authorities. Further work will be taking place over the next 2 months or so with the intention of full implementation in June 2023.

Economic Recovery Plan

WLDC have produced the following infotec pages summarising the work they have undertaken so far as part of the Post Covid Economic Recovery Plan 2021 - 2024

Action Log

Action Point	Owner	Notes	Status
Full Council 8th February			
<i>Progression line marking of Market Place</i>	<i>Community Manager</i>		In Progress
<i>Clerk to take legal advice and have an agreement drawn up in relation to the Sluice.</i>	<i>Clerk</i>		In progress
<i>Lease negotiations to begin OPS</i>	<i>Community Manager</i>		In progress
Full Council 8th March			
<i>Clerk to send request to LCC Highways via LCC Councillor in relation to pavement improvements etc.</i>	<i>Clerk</i>		Completed
<i>Clerk to contact contractor re FH roof</i>	<i>Clerk</i>		Completed



MINUTES of the HR Committee meeting held on Thursday 23rd March 2023 at 2.45 pm in the Council Office, Caistor Road, Market Rasen

Present: Councillor J. Pilley (Chairman) Cllr C. Turner (Vice-Chairman), and Cllr J Smith substituting for Cllr N. Taylor.

Prior to the start of the meeting members were allowed time to read the confidential documents / applications to be considered at this meeting.

The Chairman took the minutes.

1. **Chairman's opening remarks.**
The Chairman welcomed all present to the meeting.
2. **To RESOLVE to approve and accept apologies for absence and reasons given.**
Cllr N. Taylor's apologies were approved and the reason for absence accepted.
3. **To receive any declarations of interest in accordance with the requirements of the localism Act 2011 and to consider any applications for dispensations in relation to Disclosable Pecuniary Interests.**
None.
4. **To RESOLVE to approve the draft minutes of the previous meeting, held 7th March 2023, as a correct record.**

It was **RESOLVED** to approve the draft minutes of the previous meeting held, 7th March 2023, as a correct record.

In addition, Members received a verbal report via the Chairman from the Community Manager in respect of the Cleaner's annual appraisal. This had been delayed due to sickness. It was **NOTED** that a slight change would be required to the Cleaner's contract of employment which would be agreed and resolved at the next available meeting.

5. **To resolve that under the public bodies (admission to meetings) act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.**

The above **RESOLUTION** was passed.

To consider applications received for the vacant post of Clerk / RFO and to **RESOLVE any action necessary as follows:**

Members noted the applications received up to the closing date and considered each of these in detail in line with the Job Description and Person Specification published for the post.

- a) It was agreed and **RESOLVED** not to offer an interview to any of the applicants and
- b) It was agreed and **RESOLVED** that as none of the applicants met the specified criteria, the vacancy be re-advertised as soon as possible with additional advertising platforms being identified in order to achieve a larger audience for this vacancy.

The meeting closed at 3.36 p.m.

Draft Minutes of Properties Committee

To follow once the meeting has taken place.

Community Manager's Report – April 2023

Festival Hall Bookings February to April 2023

Areas hired	Hours booked	Hour booked	Hours booked to date
	<u>1st Feb– 28th Feb</u>	<u>1st March – 31st March</u>	<u>1st April – 30th April</u>
			Bookings are increasing
Main Hall	60	64.33	82.83
Committee Room	14.25	11	27
Kitchen	6	6	21
Performing Rights (PRS/PPL)	6	11.5	29
Tables and Chairs	14	12	30.5

The income to date is £18, 898.00 the target income for the financial year is £26,000. Last year's income was £18,165.00.

Festival Hall Bookings and Operations

Festival Hall packages continue to be promoted and some free promotion techniques are to be introduced. We will be emphasising more on the positive aspects of generating new hiring opportunities. We now have a graphic designer on board who is happy to assist the council with small projects, this is the same graphic designer that has assisted the council in the past.

Further to a recent survey conducted by a regular hirer, it has been brought to our attention that the acoustics in the venue prevent some Festival Hall users from hearing the speakers.

Market

The market rent income to date is £3,337.00. Last year's income was £4,220.00.

We continue to publicise the new market initiative, enquiries are slowly being received now that Spring time is here, we continue to have a regular booking under the auction pavilion on the first and third Friday of the month.

Acis have confirmed that the auction shed pillars and railings will be repainted in the better weather.

The upcoming date of the Lloyds Mobile Bank is the 21st April. The Lloyds Mobile Bank agreement to be re-negotiated next year.

Market visit 18th March 2023

Further to my visit to the Pop Up Market , the main feedback received was as follows:

- Various comments were received regarding the condition of the market covers. A job for the Spring/Summer.
- The Market worked well but quite a few said that it was unattraction with the cars parked everywhere. There were no stalls on the right hand side. Two traders indicated that the U shape layout worked better. It was implied that it would have been better if vehicles were all parked one side and traders the other. Maybe this can be taken into consideration for the next mini market?
- A few negative comments were raised about the planters and their purpose.
- A discussion was held on Christmas and general events. It was felt that the second weekend in December would be better for the Christmas market as it was felt that something is bound to happen at Lincoln on the first weekend, even though it has been indicated that the Lincoln market will not continue.

The visit to the market was productive and I will attending future events.

Old Police Station Lease

Negotiations are taking place with the tenant and our solicitor, there is no update at this stage.

There has been some concerns raised with parking at the Old Police Station. This matter is being addressed.

Events

Please find below events scheduled for April :

April 7 th	Fri	Good Friday Service
April 8 th	Sat	Outdoor Occasional Market
April 9 th	Sun	Beer & BBQ Race Day
April 16 th	Sun	Market Rasen Vintage Tea Dance
April 23 ^d	Sun	Mind, Body and Spirit Event

An events list is being produced to include all events within the town.

Community relationship building

Regular meetings take place with the Towns Manager of West Lindsey District Council, to explore collaborative working opportunities.

Over the next month or two I will be building on databases and to explore opportunities to engage with businesses. My intentions are to be out there more, to engage with businesses face to face, this will include some weekend engagement.

The Council continue to work alongside Trinity Arts Centre, on the delivery of events in the Festival Hall and at the Sport Centre. Unfortunately Trinity Arts Centre are unable to deliver any events over the Coronation weekend. Events really need to be scheduled in and planned 6 months in advance. A discussion will be held with relevant stakeholders in June for events 2024.

Locum Town Clerk’s Report

Report to follow

Appointment of Locum Town Clerk

Background

At March's Full Council meeting, it was resolved that for a temporary period, if in the absence of a locum or new Town Clerk and Responsible Financial Officer being appointed that the Community Manager be assigned as acting Responsible Financial Officer and acting Proper Officer.

A locum Town Clerk and Responsible Financial Officer has been appointed for an interim period.

Recommendation

The Town Council is asked to NOTE this report and to thank the Community Manager for her willingness to help during this transition period.

Deed of Variation – Caistor Road

Background

The Town Council entered into a section 106 agreement that secured a financial contribution in respect of planning permission at Caistor Road. The original agreement is proposed to be varied to make changes to the provision of affordable housing; namely to allow first homes to be provided on the site.

Lincolnshire County Council's senior lawyer for planning has confirmed that as the Town Council was a signatory to the original agreement, the Town Council needs to sign the deed of variation. There are no changes to the financial contribution that the Town Council will receive.

The draft deed of variation has been circulated to Councillors.

Recommendation

The Town Council is asked to RESOLVE:

- a) that the draft copy of the deed of variation is accepted.
 - b) that hardcopies once received can be signed.
-

From the documentation presented to me, I am satisfied that this
balance sheet is a true reflection of the Friends and Family fundraising

Signed _____ Date 13.11.22

Print Name Gemma Coopland

Friends and Family Fundraising (FAFF) at Market Rasen School
Balance sheet September 2021- August 2022

Event	Income	Expense	Profit
School leavers Coach		£350.00	-£350.00
Christmas cards	£1,305.05	£1,014.07	£290.98
Chocolate		£419.55	-£419.55
Parent Kind Insurance		£116.00	-£116.00
Sports Day		£97.20	-£97.20
Unpaid cheque		£14.50	-14.5
Leavers		£39.66	-£39.66

Total income	£1,305.05	Total expenditure	£2,050.98	-745.93
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Balance brought forward	£975.39
Plus income	<u>£1,305.05</u>
	£2,280.44
less expenditure	£2,050.98
Balance brought down	<u>£229.46</u> (As seen on statement 43)

Please note: Float is shown in both the income and expense column for each event



APPLICATION FOR GRANT AID

Name of Organisation	FRIENDS AND FAMILY FUNDRAISING (FAFF)		
Address	MARKET RASEN COFE PRIMARY SCHOOL MILL ROAD MARKET RASEN		
Contact Details	KATIE PRIESTLEY OR GEMMA HALL		
Amount of Grant Aid Required	£ 450		
Purpose of Grant Aid	To pay for the hire of the festival Hall for the school's year 5 and 6 Summer theatre production and help with the cost of the production purchase		
Has funding been sought elsewhere?	No.		
Any other comments in support of your application (Please continue on another sheet if necessary)			
Copy of last audited accounts attached? (Please note that the Council is unable to consider applications that are not supported by adequate financial documentation)			
For office use only	Authority	CHAIR FAFF	
Date approved/min no.	Signer		
Power used	Date	1 / 3 / 2023	

ACCOUNTS FOR PAYMENTS

To follow on the day of the meeting.
