



**NOTES from the Annual Meeting of the Town Council held Wednesday 8th May 2024
in the Festival Hall, Caistor Road, Market Rasen.**

THESE NOTES ARE SUBJECT TO APPROVAL AT THE NEXT COUNCIL MEETING

Present: Councillors: J. Pilley (Chairman), S. Bunney (District Cllr/County Cllr), N Taylor, M Hassan, D Strachan, A Gray, J Adekoya

In attendance:

Town Clerk – A Lawson, four members of the public

The Meeting opened at 19:00

1. Open meeting

The sitting Chairman, Cllr Jo Pilley, opened the meeting.

a) To ELECT a Town Mayor for the year

It was UNANIMOUSLY **RESOLVED** to re-elect Cllr Jo Pilley, as Chairman of Market Rasen Town Council and Mayor of Market Rasen.

b) The Town Mayor to sign the Declaration of Acceptance of Office

The papers were signed at the meeting.

2. Apologies

Received from Cllr Easters.

3. Deputy Town Mayor

a) To ELECT a Deputy Town Mayor for the year

This item was **DEFERRED** to allow the sitting Vice Chair to announce their intentions.

b) The Deputy Town Mayor to sign the Declaration of Acceptance of Office

NOT ACTIONED

4. Public Forum

A member of the public raised a question in relation to the Average Speed Cameras installed on the A631 between Market Rasen and North Willingham. Cllr Bunney provided an update in his capacity as County Councillor.

Another member of the public made a statement in relation to driving speed related deaths in North Willingham

5. Declarations of Interest. 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 received

6. Mayor's Announcements

Cllr Pilley, Mayor of Market Rasen provided an update of her recent duties, including a presentation to the Market Rasen Station Adoption Group and her recent talk to the Rotary Club. The Chairman also informed members of the progress being made with the arrangements for the D-Day Commemoration.

7. Minutes

The minutes from the meeting held 10th April 2024 ACCEPTED as read.
It was UNANIMOUSLY **RESOLVED** to accept the minutes

8. Action Points & Clerks Report

Assistant Maintenance Operative	The temporary Assistant Maintenance Operative has started and the improvements from having someone in place is evident. The contract with the Mole Catching company has been terminated from the 1 st June.
Subject Access Request.	This information was submitted within the legal deadline.
Hustings	This was a great success and very well received by attendees
Grant Application	The application has been successful.
Energy bills	We are still pursuing the electricity reading estimates for the with the previous supplier.
Lease	This lease has still not been signed and we are continuing to chase the solicitors.

9. District & County Councillor Reports

Cllr Bunney's report included the following;

- Planned road resurfacing
- Details of Grant funding received from WLDC.
- Arts Council funding to support events in Market Rasen.

10. Meetings

It was UNANIMOUSLY **RESOLVED** to adopt the meeting schedule for the civic year 2024/2025;
12th June 2024, 10th July, 11th September, 9th October, 13th November, 11th December, 8th January 2025
12th February, 12th March, 9th April 2025.

11. Co-option

It was **NOTED** that there are two co-option vacancies available. Applications are welcomed and will be considered at the next meeting on 12 June 2024

12. Committees

It was **RESOLVED** for committees to remain as per the previous year; Human Resources and, Finance and Premise and that the membership of each continue as previously.

13. Appointments

It was UNANIMOUSLY **RESOLVED** for Cllr Pilley to remain as Safeguarding Lead.

14. Assets

The inventory of land and other assets to 31 March 2024 was **NOTED**.

15. Section 137

It was UNANIMOUSLY **RESOLVED** to accept the expenditure incurred under section 137 of the Local Government Act 1972

16. Finance and Premises Committee

A report was **RECEIVED** from the Finance and Premises Committee
Including the Internal Auditor's Report for the year ended 31 March 2024

a) The Internal Auditor's Report was **NOTED**

b) It was **NOTED** there were no matters arising

Including the Annual Governance and Accountability Return for the year ended 31 March 2024

a) It was **UNANIMOUSLY RESOLVED** to accept the assertions for the Annual Governance Statement

b) It was **UNANIMOUSLY RESOLVED** to sign the Annual Governance Statement

c) The Annual Accounting Statement was **REVIEWED**

d) It was **UNANIMOUSLY RESOLVED** to sign the Annual Accounting Statement

e) It was **NOTED** that the exercise of Public Rights and Publication of the unaudited Annual Governance and Accountability return will commence on Monday 17 June and conclude on Friday 26 July 2024

17. Direct Debits and Standing Orders

It was **UNANIMOUSLY RESOLVED** to accept the direct debits and standing orders for the forthcoming year.

18. Subscriptions

It was **UNANIMOUSLY RESOLVED** to accept the Council and/or staff's subscription to other bodies

19. Finance

a) To **RECEIVE** the current account reconciliation to 30 April 2024

This item was **DEFERRED** due to change over in Accounting Package

b) To **RECEIVE** the savings account reconciliation to 30 April 2024

This item was **DEFERRED** due to change over in Accounting Package

c) To **RESOLVE** to pay the accounts for payment

It was **UNANIMOUSLY RESOLVED** to accept the monthly accounts for payment.

20. Lincolnshire Association of Local Councils Management Committee

a) To **RESOLVE** whether to put forward a representative

It was **UNANIMOUSLY RESOLVED** not to appoint

b) To **RECEIVE** nominations and **ELECT** a representative

It was **UNANIMOUSLY RESOLVED** not to appoint

21. Planning Applications

147841 Revised Plan Planning application for change of use of additional living space to cafe/coffee shop. Nash Dom Legsby Road Market Rasen Lincolnshire LN8 3DZ

It was **UNANIMOUSLY RESOLVED** to support the application and comment regarding the accommodation of vehicles attending the site.

22. Potential closure of the Market Place to vehicles.

To **RESOLVE** to accept a proposal for the future use of the Market Place including a seasonal closure.

Discussions took place regarding the proposal and notifying businesses and residents. The proposal is to consult businesses and residents regarding the intention to close the Market Place from Friday 31st May to Thursday 31st November 2024. The decision was **DEFERRED** to the June meeting following the consultation.

Meeting ended 8.35pm

Market Rasen Town Council Accounts for payment May 2024

Ref	Payee	Description	F/Hall £	General £	VAT	Total
					£	£
pre-authorized automated payments since the last meeting - To note						
DD	WLDC	Refuse & Recycling April		71.24		71.24
DD	WLDC	Non Domestic rates Office		£287.00		287.00
DD	WLDC	Non Domestic rates Market		£37.00		37.00
DD	WLDC	non domestic rates OPS		£200.00		200.00
DD	WLDC	non domestic rates FH	£634.00			634.00
DD	Fuelcard	Diesel Maintenance Operative		£59.78	£11.96	71.74
DD	Fuelcard	Diesel Maintenance Operative		£62.23	£12.45	74.68
DD	BT	phones April		£120.79	£24.16	144.95
DD	British Gas	electric March	£470.79		£94.16	564.95
DD	British Gas	electric March Market Place CREDIT TO BE ISSUED		£642.58	£128.52	771.10
dd	British Gas	electric March Office		£390.67	£19.53	410.20
DD	British Gas	electric March OPS		£50.63	£2.53	£53.16
DD	Now Pensions	Employer service charge May		£12.50	£2.50	15.00
DD	SSE	Gas March OPS		£192.47	£9.62	202.09
DD	SSE	Gas March FH	732.47		£146.49	878.96
DD	WLDC	parking permit MO		£22.00		22.00
DD	EE	mobile phones		£90.94	£18.19	109.13
DD	Wave	Water rates	140.93		£0.00	140.93
Sub Total			£1,978.19	£2,239.83	£470.11	£4,688.13

		<u>Payments already made</u>				
Bacs	HMRC	salaries		6418.91		£6,418.91
Bacs	HMRC	tax/NI		1467.06		£1,467.06
Bacs	Comfort-Tech	fan motor heater	£403.00		£80.60	483.60
Bacs	Create	Domain name www-Rasen		£75.67	£15.13	90.80
comm card	solopress	easter flyers		£33.83		33.83
Comm card	Solopress	easter flyers		£28.60		28.60
total			£403.00	£75.67	£379.99	£574.40

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Payments to be authorised						
UTB674	Lincoln Web D	IT equipment and support		292.00		292.00
UTB675	Rialtus	IT equipment and support		868.00	173.60	1041.60
UTB676	Rasen Hardwa	Cleaning equipment		13.20		13.21
UTB677	HR Jennings Sc	HR support		135.00		135.00
UTB678	TW Bell	pat testing xmas lights		200.00	40.00	240.00
UTB679	TW Bell	Testing anchor points MP re xmas lighting		600.00	120.00	720.00
UTB680	TW Bell	PAT Testing MTRC Equipment		168.00	33.60	201.60
UTB681	EKM	swing seats		90.00	18.00	108.00
UTB682	Rase Hardwar	materials		15.87		15.87
UTB683	Nicholsons	payroll services March		25.00	5.00	30.00
UTB684	Avica	cleaning products	53.86		10.78	64.64
UTB685	Avica	paper towels towers cenotaph	61.58		12.32	73.90
UTB686	M Lakin White	March/April		29.00		29.00
UTB687	Viking	stationery purchasing 0 and 15th		56.26	11.25	67.51
UTB688	AJ Williams	April		600.00	120.00	720.00
UTB689	Amazon	Leaflet dispenser	46.64		9.32	55.96
UTB690	Equip	drill bits		8.14	1.63	9.77
UTB691	Equip	Assistant MO materials		61.23	12.25	73.48
UTB692	Equip	street cleaning materials		9.96	1.99	11.95
UTB693	Equip	repairs to swings		43.76	8.75	52.51
UTB694	Rasen Hardwa	descaler		4.99	1	5.99
UTB695	Rasen Hardwa	cleaning materials	24.25		4.83	29.08
UTB696	Pestocek	mole inspection		100.00	20	120.00
UTB697	Huws Gray	FH works playpark bench works		178.22	35.64	213.86
UTB698	FH hirer	return of damage deposit	100			100.00
UTB699	MicroShade	Hosting fees May and June		179.40	35.88	215.28
Sub Total			162.08	3220.41	639.96	4640.21
TOTAL			£2,543.27	£5,535.91	£1,490.06	£9,902.74



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