



MINUTES of the Full Council Meeting held on Wednesday 9th February 2022 at 7pm at the Main Hall of the Festival Hall, Caistor Road, Market Rasen.

Present:

Councillor S. Bunney (Chairman/LCC/WLDC), Councillor M. Lakin - Whitworth (Vice-Chairman), Councillor K. Bridger, Councillor A. Dale, Councillor F. Easters, Councillor M. Hassan, Councillor J. Pilley, Councillor J. Smith, Councillor N. Taylor

In Attendance:

Lucy Waller – Town Clerk & R.F.O
A representative of the Rasen Mail

The meeting opened at 19:01

1. Opening remarks.

The Chairman welcomed all present to the meeting.

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

It was RESOLVED to approve the reasons for apologies from Councillor P. Harrold and Councillor C. Turner.

Apologies were noted from Councillor J McNeill of West Lindsey District Council.

3. Public Participation (max 20 minutes)

A query was raised regarding the placement of flags on the pavement. It was highlighted that this was not a Town Council matter but that it was not permissible to place objects that blocked the pavement.

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. Members may make any declarations of interest at this point but may also make them again at any time during the course of the meeting.

Councillor Bunney declared a pecuniary interest in regard to payment TP83 at item 10.

5. To RESOLVE to approve the draft minutes of the last meeting, held on January 12th, 2022.

It was RESOLVED to approve the draft minutes of the last meeting, held on, January 12th, 2022, as a correct record.

6. **Committee Minutes – To NOTE the draft minutes of the Finance Committee held on the 26th January 2022, including noting the completion and approval of the review of the effectiveness of the system of internal control.**

Members noted the draft minutes.

7. **To note any update on Action Points.**

Members noted the report. It was highlighted that the Jubilee grant had now been applied for and that the Clerk was awaiting further information regarding bespoke training.

8. **To receive the report of the District & County Councillor.**

Members noted a verbal report from Councillor Bunney including an update on the previously highlighted potentially dangerous highways junctions. It was noted the junctions would be accessed in the next financial year.

9. **To NOTE the Officer's reports including the finance report.**

Members noted the officer's reports including the finance report.

10. **Accounts for payment:**

- **To RESOLVE to approve the accounts for payment.**

Members RESOLVED to approve the below accounts for payment and where appropriate payment by electronic transfer:

Market Rasen Town Council Accounts for payment February 2022						
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		£224.00		£224.00
DD	Crown	Gas OPS - to be partially recharged		£245.66	£49.14	£294.80
DD	Crown	Gas FH	£468.71		£93.74	£562.45
DD	Total	Electricity OPS		£22.30	£1.12	£23.42
DD	Total	Electricity FH	£144.56		£7.23	£151.79
DD	Total	Electricity MP		£11.01	£0.55	£11.56
DD	Total Connect	Electricity Office		£111.32	£5.57	£116.89
DD	Now Pensions	Employer service Charge		£12.50	£2.50	£15.00
DD	Now Pensions	Employer / Employee contributions		£498.34		£498.34
DD	BT	Telephone/ Broadband		£49.20	£9.84	£59.04
Sub totals			£676.10	£1,404.13	£169.69	£2,299.12

Payments for Authorisation by Full Council (Authorised for electronic payment where required)						
UTB25-30	Payroll x 6	Salaries January 2022		£5,903.64		£5,903.64
UTB31	HMRC	PAYE/NI etc		£1,401.64		£1,401.64
UTB32	Lincoln Web Design	Mailboxes, laptop leases x 3, various set ups		£476.00		£476.00
UTB34	BIG DUG	Rough terrain pallet truck (Marketplace improvements reserve)		£1,481.48	£296.30	£1,777.78
UTB35	Amazon (Various)	Stationary and safety signage		£296.42	£60.74	£357.16
UTB36	shaun Reynolds catering Engineering	Gas Safety certificate / cookers service	£220.00		£44.00	£264.00
UTB37	Pestcotek	Mole inspections December		£100.00	£20.00	£120.00
UTB38	Microshade VSM	Citrix hosting 1 month		£85.80	£17.10	£102.60
UTB39	Sparkle	Office cleaning DEC		£100.00		£100.00
UTB40	Playsafety Ltd.	ROSPA safety reports		£450.00	£90.00	£540.00
UTB41	Jet Tech	Pre agreed drainage repair work office/committee room		£3,250.00	£650.00	£3,900.00
UTB42	Jet Tech	additional drainage repair work required office/committee room		£400.00	£80.00	£480.00
UTB43	Equip	PPE		£78.08	£15.62	£93.70
UTB44	Amberol	15 Planters		£4,554.30	£910.86	£5,465.16
UTB45	WLDC	Repay grant paid in error		£2,667.00		£2,667.00
UTB47	Equip	various		£91.99	£18.40	£110.39
UTB48	Rasen Appliance	Replacement Hoover part		£10.80	£2.15	£12.95
UTB49	Churches Fire	Churches Fire		718.84	143.77	862.61
UTB50	EE	Mobile Phones (Unable to pay by direct debit)		£153.86	£30.77	£184.63
UTB51-53	Festival Hall refunds	3x deposit @£50	£150.00			150
Sub totals			£220.00	£13,544.98	£2,379.71	£24,969.26
	Payment Totals		£896.10	£14,949.11	£2,549.40	£27,268.38
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) 9th February						
Ref	Payee	Description	Total			
			£			
TP 83	S . Bunney	Expenses	140.05			
Total Expenditure			£140.05			
Total Transferred to refund MRTC			£140.05			

11. **To consider a request for a donation received from the Citizens Advice Lindsey in the financial year 2022-2023 and RESOLVE any action. (*Expenditure under LGA 1972 s142(2a)*)**

It was RESOLVED to donate £150 to Citizens Advice Lindsey in the financial year 2022-2023.

Action point –Clerk to arrange donation in April 2022

12. **To NOTE correspondence received regarding West Lindsey District Council Private Rented Sector - Selective Licensing Consultation and to RESOLVE any action.**

Members noted the correspondence and following discussion it was RESOLVED that interested councillors attend the parish and town council information session and respond to the consultation.

13. **To NOTE the officer report and RESOLVE to authorise expenditure in relation to the repairs to the wall at the Old Police Station adjacent to a residential property. (*Expenditure under LGA 1972 s111*)**

Members noted the report, and it was RESOLVED to delegate power to the Clerk to authorise any necessary expenditure required to make the wall safe.

Action point –Clerk to approve expenditure, Community Manager to arrange works.

14. **To RESOLVE to delegate to the Clerk to identify and enter into the best value Gas supply contracts available in time for the end of the current contract in late March 2022. (Allowing that this is likely to be far more than the current budget provision, judging by early indications.) (*Expenditure under LGA 1972 s111*)**

The above RESOLUTION was passed.

Action point –Clerk to arrange gas contract

15. **To RESOLVE to adopt as Market Rasen Town Council assets the various items donated to the town via the West Lindsey District Council Welcome Back Fund.**

The above RESOLUTION was passed.

16. **Proposed by Councillor J. Pilley that the Council CONSIDER the introduction of a set Council Co-option policy including:**

- **The submission of, and circulation to members of, an Expressions of Interest form (as currently used)**
- **Wherever possible attendance of the applicant at the meeting at which co-option is to take place to allow for a brief supporting statement and councillor questions. (Where attendance is not possible the opportunity to submit a further written statement supporting the application.)**
- **That all applications are to be considered equally and in line with this policy.**

It was RESOLVED that a draft policy be presented to the next meeting for adoption.

Action point –Clerk to draft policy

17. **To APPOINT members to committee vacancies:**
1 vacancy Properties Committee.
1 vacancy Planning Committee.

It was RESOLVED to appoint Councillor J. Smith to the Properties Committee. It was RESOLVED to alter the terms of reference of the Planning Committee to increase membership to 6 councillors and appoint Councillors A. Dale and Councillors F. Easters to the committee.

18. **To CONSIDER the date, time, and format of the Annual Town Meeting and to NOTE as previously resolved a reduced annual report format will be used.**

It was requested that members feedback ideas for the format to the Clerk in preparation for a resolution at the next meeting.

19. **To RESOLVE to continue to encourage the Walkers are Welcome scheme in Market Rasen.**

It was RESOLVED to continue to encourage the Walkers are Welcome scheme in Market Rasen, which is led by a community group.

20. **To NOTE an update on events for 2022.**

Members noted updates on the planned Jubilee events and the launch of additional blue plaques by the Wolds Women of Influence project.

21. **Any items for the next agenda.**

Confirmation of the date and format of the town meeting.

22. **Risk Management. – To include decision on the venue of the next meeting of Full Council following new information received. (Easing of Covid-19 restrictions.)**

It was RESOLVED to hold the next meeting in the Committee Room.

23. **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 20:22

24. **To consider proposals relating to the leasing of the former Council offices area of the Old Police station and to RESOLVE any action.**

Members noted the confidential report, and it was RESOLVED to accept the proposals contained within the report.

Action point – Community Manager to arrange leases and any works required prior to occupation by tenants

The meeting closed at 20:32