**ADDLETHORPE PARISH COUNCIL**

**Minutes of the Annual Meeting of Addlethorpe Parish Council held on 10th June 2025 at St Peter’s Small Hall, High Street, Ingoldmells**

**Councillors present:** Cllrs Neville Towers (Chair) (NT), Lorna Hand (LH), Mick Holyer (MH), Anthony Stubbins (AS), Tom Smith (TS), Gavin Escott (GE)

**Parish Clerk present:** Pauline Murray (PM)

Chairman’s welcome

**Statutory Duties**

**16. To receive any apologies for absence** - none

**17. To receive any declarations of interest i**n accordance with the Localism Act 2011

and to consider any requests for dispensation - none

**18. The minutes of the Annual Meeting on 13th May 2025 –** were accept as a true record and signed by the Chair

**19.** **To receive reports from outside bodies and from other meetings:**

a. Reports from LCC and ELDC councillor - none

b. Reports from Parish councillors, external meetings or correspondence -none

**20. Financial matters, current:**

a) expenditures anticipated - £2,000 re speed signs

b) accounts paid report – see below:-

Zurich Insurance £241

Internal Audit £45

LALC Training £18.50

Bank service charges £6

c) bank account balances:-

Current account £7,963.73

Instant Access £9,754.00

**Total £17,717.73**

**21. Clerks Report:**

a) S106 monies – the Clerk reported that the latest email (a few days ago) from the

District Council intimated that these S106 monies would be available shortly

b) Training update – the Clerk gave a short update on her training stating that her

last training session with LALC on the CILCA was regarding Risk Registers

which is why she put Risk Registers on this month’s agenda

Clerk was asked to look into purchasing 6 high vis sleeveless tops for litter picking.

**3.**

**22.** **Traffic Calming** **Measures**

Speed reduction equipment – the posts are up but the Chair still has the equipment

at home – however Mr Butler from LCC has indicated that he would help the Chair

install the equipment now – a date for this needs to be agreed.

**23. Planning**

**i)** Artists Study **–** the meeting had no opposition for the opening of this studyfor 6

weekends in summer **–** hopefully parking won’t be an issue.

**ii)** Bowmans – the Clerk has emailed the District Council asking to see the

contamination report and is awaiting a response.

**iii**) Kings Head – the Council has informed the Clerk that the caravans that are

placed near the road are in breach of the planning application.

**24. Asset Register –** the Clerk emailed round the current Asset Register – it was agreed

to include the recently purchased flag pole then it was approved.

**25. Risk Register –** the Clerk reported that her latest training session was on Risk

Registers and it was important that the Parish Council sorted this issue out. The

Parish Council has a Risk Management Policy but it is necessary to identify all the

work that the Councillors and Contractors undertake and document this along with all

different scenarios that might occur with mitigation for these. To put on next agenda.

**26. Landscape maintenance at Village Green –** the Chair has ordered the steel posts

to go in and has agreed a date to install these with the help of Councillors Smith &

Escott. The wood needs ordering too. Councillor Smith expressed the need for a

budget for tending to the planters for compost etc. In principle the meeting agreed a

budget of £50 for this and it will be on the next month’s agenda for ratification.

Councillor Smith would like to express the Parish Council’s thanks to Hilary & Eric

Ashton for their kindness in donating plants and their upkeep – also he’d like to thank

Eddie Halliday for plant upkeep.

**27. Items for next meeting**

**Risk Register**

**Bowmans**

**Kings Head**

**Budget for plants etc £50**

**S106 update**

The meeting finished at 8.03pm

**4.**