

Minutes of Annual Meeting 12 May

Councillors: Charles Henriques, David Haydon, Paul Smith, Richard Burbidge

Residents: Valentino Calabrese

Others: Bernard Champness (Clerk), County Cllr Charlotte Vernon, District Cllr Penny Robins

Open Forum

Mr G Plews addressed the Council. It was confirmed his emails had been circulated prior to the meeting.

1. No notice had been given of a recent cycling event. He asked whether permission was required and why residents were not informed.
Action: Clerk to write to Bourne Wheelers requesting prior notification in future.
2. He removed fly-tipped radiators and cardboard and asked whether the area could be secured. It was confirmed the land is privately owned.
3. He reported the poor state of the footpath to the crossroads via FixMyStreet. LCC had agreed works but none had begun. Highways indicated work should start by June 2025.
4. He raised concerns regarding repeated road traffic accidents at the crossroads, including a recent fatality.
Cllr Henriques summarised previous council actions including warning signage, advisory 40 mph limit, white lines, and vegetation clearance. Requests for a mini-roundabout or enforceable speed limit had previously been refused.
County Cllr Vernon agreed to request a further Highways site visit.

Cllr Henriques confirmed he had received correspondence from Mrs Plummer to be addressed later.

Meeting formally opened at 19:35.

1. Election of Chairperson

Cllr Henriques was the only nomination and was duly elected Chair for the forthcoming year.

2. Declaration of Acceptance of Office

Cllr Henriques signed the Declaration of Acceptance of Office, witnessed by the Clerk.

3. Election of Vice Chairperson

Cllr Smith was the only nomination and was duly elected Vice Chair.

4. Cheque Signatories and Banking Arrangements

Resolved: All councillors to be cheque signatories; any two may sign.

5. Standing Orders, Financial Regulations and Risk Assessment

Standing Orders were amended (paragraphs 14 and 18 only).

Resolved:

- Amended Standing Orders adopted
 - Financial Regulations adopted unchanged
 - Risk Assessment adopted
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6. Apologies for Absence

None received.

7. Declarations of Interest

No declarations made.

8. Minutes of Previous Meeting (3 March 2025)

Resolved: Minutes approved and signed as a correct record.

9. Co-option of Councillor

Valentino Calabrese confirmed willingness to serve.

Mandatory eligibility questions were answered satisfactorily.

Resolved: Mr Calabrese co-opted and signed Declaration of Acceptance of Office.

10. Matters to Report

- Sketch proposal for mini-roundabout circulated by Cllr Calabrese.

- Clerk to remind Cllr Vernon regarding village lorry weight limit request.

Correspondence from Mrs Plummer:

1. Advance notice requested for cycle events.
 2. Concern regarding adoption of old telephone kiosk — unlikely to be removed due to listed status.
 3. Concerns regarding condition of the Stocks; updates requested from SKDC.
 4. Village website maintenance discussed. Clerk updating site with LCC assistance; Cllr Haydon offered support.
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11. Reports from County and District Councillors

County Councillor Report

Cllr Vernon to revisit crossroads issue with Highways and follow up Bottom Street repairs.

District Councillor Report – Penny Robins

Report noted including:

- County Council election period (Purdah)
 - Appointment of Nikki Manterfield as SKDC Leader
 - Petition regarding Bourne tip traffic flow improvements
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12. Clerk's Report and Correspondence

Emails circulated in advance; further copies available on request.

13. Planning Applications

Applications Considered

Delegated authority granted to Clerk to respond.

- **S25/0717:** Removal of horse chestnut tree, Palace Farm — *No objections*
- **S25/0714:** Re-pollard weeping willow, Chilterns — *No objections*

No approvals, refusals, or appeals noted.

14. Reactive Speed Sign Data

Cllr Smith to download and prepare updated report before relocating sign.

15. Audit of 2024/25 Accounts

- Annual Governance Statement approved
 - Accounting Statements accepted
 - Exemption Certificate signed for submission
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16. Insurance Cover

Zurich Municipal policy reviewed.

Resolved: Cover adequate and approved.

17. Expenditure Approved

- £187.73 — Zurich Municipal (insurance)
- £376.00 — B. M. Champness (salary Apr–Jun)
- £93.80 — HMRC (PAYE)

Resolved: Payments approved.

18. Any Other Business

No additional business.

Meeting closed at 20:39.

Next Meeting

Monday 7 July 2025, 7:00 pm - St Andrew's Parish Hall, Witham on the Hill

Signed: Bernard Champness - Clerk Parish Council Witham on the Hill