



WYBERTON PARISH COUNCIL

Mrs Laura Forman, Locum Clerk, Wyberton Community Centre, 295 London Road, Wyberton, PE21 7DE
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Dear Councillors,

You are summoned to attend the Annual and Monthly Parish Council meeting, which will be held on Wednesday 14th May 2025, at 6:30pm at the Wyberton Community Centre Meeting room. The business to be dealt with at the meeting is listed in this agenda.

Mrs Laura Forman - Locum Clerk to the Parish Council.

Dated: 6th May 2025

The business to be dealt with at the meeting is listed in this agenda.

AGENDA

1. **To elect a Chairman** for the ensuring year 2025/2026
2. **Signing of the Declaration of Acceptance of Office** by the Chairman to be witnessed by the Proper Officer
3. **To elect a Vice-Chairman** for the ensuring year 2025/2026
4. **Signing of the Declaration of Acceptance of Office** by the Vice- Chairman to be witnessed by the Proper Officer
5. **To appoint representatives for committees**, for the ensuring year 2025/2026
 - 1: Finance Committee
 - 2: Staffing Committee
 3. Community Centre and Events
6. **Chairman to open the Monthly Parish Council meeting.**
7. **Apologies for absence:** To receive and accept apologies where valid reasons for absence have been given to the Clerk prior to the meeting
8. **Public Forum:** To resolve to suspend the meeting for a **maximum of 10 minutes** to allow members of the public to ask questions or make short statements to the council
9. **Declarations of interest** (if any): To receive declarations of interest under the Localism Act 2011 – being any pecuniary interest in agenda items not previously recorded on Members' Register of Interests
10. **Minutes of the Parish Council meeting held on Wednesday 9th April 2025-** To resolve as a correct record and to authorise the Chairman to sign the official minutes.

11. Lincolnshire County and Boston Borough Councillors

- i. Cllr Mr. Barry Daish
- i. Cllr Mr. Richard Austin
- ii. Cllr Mr. Chris Mountain

12. Clerks Report – Ongoing Issues

12.1. Noticeboard – Update

Noticeboard has been received and awaiting installation.

13. Update on Items from previous Agenda items:

13.1. Crest update – Cllr Allan Fryer

- Update required from Cllr Allan Fryer on revised designs.

13.2. Speeding and traffic / Radar Signs – Meeting update – Cllr Allan Fryer.

- Update following meeting with Graeme Butler on Tuesday 11th March at 10am.

13.3. United Charities Trust - Update - Cllr David Williams

- Update on proposed Trustee nominations.

13.4. East Coast Community Fund - Grant application update – Cllr David Williams.

- Cllr David Williams awaiting further quotations to be included in the application.

13.5. June Newsletter.

To discuss and resolve on the content of the next Newsletter scheduled to be distributed in June 2025.

14. Councillors to discuss & resolve the following items:

14.1. Policies to be adopted by Full Council

- Complaints Procedure V2 (April 2025),
- Protocol on Communications V2 (April 2025)

14.2. Drainage works at the Community Centre.

Following emergency repairs to the drains at the Community Centre; a further quotation has been received for the remainder of the works required.

14.3. Additional works to the Fire Alarm system.



WYBERTON PARISH COUNCIL

Following the recent inspection of the Fire alarm system; further works have been suggested by GBSG:

- Additional Fire Call point to the Parish Office
- Installation of a new Fire detection and warning system; including Control panel and visual, heat and smoke detectors and new call points throughout the Community Centre.

14.4. Boston Woods Trust – Proposed Grant – Cllr Mike Sharp

To discuss the proposal of awarding a grant to Boston Woods Trust following the costs of removing trespassers at Jenny's Wood in April 2025.

14.5 Replacement of damaged picnic benches to Wybert's Park

To discuss the purchase of replacement benches for the park.

15: Finance

- 15.1: Approve Payments of Accounts
- 15.2: Bank statements – Dated 14th May 2024
- 15.3: To approve the 2024/2025 End of Year Accounts and the Internal Audit Report (AGAR), for the chairman and the RFO to sign the necessary paperwork
- 15.4: To approve section 1 & 2 of The Local Councils Annual Return, for the chairman and the RFO to sign the necessary paperwork

- 16: Planning matters:** Town and Country Planning Act 1990 - To consider and make observations on all planning applications received and to note planning approvals, refusals, enforcement complaints and appeal decisions advised by the Borough Council – The parish clerk has delegated authority to respond to planning applications, in consultation with the councillors via email.

To include those received between the day of posting this notice and the day of the meeting

B/25/0162 – No.2 Collingwood Crescent, Wyberton – Proposed two storey extension.

Next Meeting: Wednesday 11th June 2025 at 7.00pm