



WYBERTON PARISH COUNCIL

Mrs Val Austin, Clerk, Wyberton Community Centre, 295 London Road, Wyberton, PE21 7DE
Telephone: 01205 351450
Email: clerk@wyberton-pc.gov.uk

Dear Councillors,

You are summoned to attend the Parish Council meeting and Annual Parish meeting, which will be held on Wednesday 17th May 2023, at 7pm at the Wyberton Community Centre Meeting room. The business to be dealt with at the meeting is listed in this agenda.

AGENDA

1. **To elect a Chairman** for the ensuring year 2023/2024
2. **Signing of the Declaration of Acceptance of Office** by the Chairman to be witnessed by the Proper Officer
3. **Co-Opting**
 - i. To consider the applications for the casual vacancies on the council & co-opt a new councillor.
 - ii. To receive the signed acceptance of office from the newly co-opt councillor.
4. **To elect a Vice-Chairman** for the ensuring year 2023/2024
5. **Signing of the Declaration of Acceptance of Office** by the Vice- Chairman to be witnessed by the Proper Officer
6. **To discuss & resolve the renaming & creation of new committees:**
 1. Finance committee – Renamed to Finance & Business. Meeting once a quarter
 2. Community Centre – Renamed to Community Centre & Events. Meetings to be as required.
 3. Compliance & Scrutiny – New committee. Meeting once a quarter
 4. Digital & Communication - New committee. Meetings once a quarter
7. **To appoint representatives for committees**, for the ensuring year 2023/2024
 - 1: As above
 - 2: Staffing Committee
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. **Chairman to open the Parish Council Meeting:**
10. **Apologies for absence:** To receive and accept apologies where valid reasons for absence have been given to the Clerk prior to the meeting



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- 11. 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
- 12. Minutes of the Parish Council meeting held on Tuesday 18th April 2023-** To resolve as a correct record and to authorise the Chairman to sign the official minutes
- 13. Lincolnshire County and Boston Borough Councillors**
- i. Cllr Mrs Alison Austin:
 - iii. Cllr Mr Richard Austin
 - iv. Cllr Chris Mountain
- 14. Update on Items from previous agendas:**
- 1. Village Gateways – Update:** The Clerk has requested quotes from various companies. One company does not do integrated signs, these would have been purchased separately.
 - 2. Lightspeed Tarmac Repair:** The clerk has been in contact with the company, waiting to hear back.
 - 3. UKSPF – Levelling up fund:** No further update.
 - 4. LHP Land Parthian Avenue Village Green:** Cllr's R Austin & S Slater have met with Chris Haddleton at Kompan to discuss the plan for the village green. Next stage would be a consultation with the residents. Ongoing.
 - 5. Caretaker / Cleaner:** A new caretaker/Cleaner has been appointed by the staffing committee; Kelly Wright will commence employment from the 5th June 2023.
 - 6. Spa Noticeboard –** Cllr Steve Slater to advise on the progress of the noticeboard.
 - 7. Coronation Event –** Update on Monday 8th May event
- 15. Councillors to discuss & resolve the following items.**
- 1. Footway Lighting –** To discuss the lighting around the village.



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16. Finance

- A: Approve Payments of Accounts – To follow.
- B: Bank statements – To be shown at the meeting as at 17th May 2023
- c: To approve the 2022/2023 End of Year Accounts and the Internal Audit Report
- d: To approve section 1 & 2 of The Local Councils Annual Return

17. **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 – **To include those received between the day of posting this notice and the day of the meeting**

Next Meeting: Wednesday 14th June 2022, Monthly Parish Meeting.

Closed Session

To discuss & resolve salary for Caretaker / Cleaner