



# PINCHBECK PARISH COUNCIL

**Notice is hereby given**, and all members of the Council are summoned to attend a meeting of the Parish Council to be held 19:30hrs Tuesday, 05 March 2024 at the Pinchbeck Community Hub & Library.

Clerk to Pinchbeck Parish Council

01 March 2024

[pinchbeckparish@btconnect.com](mailto:pinchbeckparish@btconnect.com)

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## AGENDA

1. To note members' attendance and to receive apologies for absence.
2. To receive declarations of disclosable interests and to consider requests for dispensation.
3. To receive representations from members of the public<sup>i</sup>.
4. To approve the [minutes](#) of Parish Council meeting held Monday, 29 January 2024.
5. To receive the chairman's report
6. To receive the clerk's report / matters arising not on the agenda.
7. Financial Matters
  01. To approve the January [bank reconciliation & transactions](#).
  02. To approve February [payments](#).
  03. To approve the setting up a reserve account for the 'All Kinds of Everything Fund'.
  04. To resolve to transfer back into General Reserves, earmarked reserves of £8,097.66, incorrectly allocated to Carnival.
8. To consider recent [correspondence](#).
9. To consider [planning applications](#).
10. To note District Council [planning decisions](#).
11. Highways' matters
  01. To consider the Parish Council's traffic strategy.
  02. Other Highways' matters.
12. To consider required tree works on the Glebe Field (Cllr Moore).
13. To consider matters relating to the construction of the Blue Gowt Lane Cemetery.
  01. To receive an update on construction progress (Cllr Moore).

02. To authorise the chairman and clerk to jointly make payments to Gunns & Roses Ltd for cemetery construction work in accordance with the payments schedule.
14. To ratify the submission of an application to the GRASSroots fund for improvements to the hub and library (Cllr Smith).
15. To approve the subscription to Scribe Accounting and Cemetery Software from 01 April 2024 at an annual cost of £1,008.00, plus £479.00 onboarding fees (excl. VAT) as proposal.
16. To adopt an updated [Complaints Procedure](#).
17. Next meetings.
  1. Annual Parish Assembly: 19:00hrs Monday 18 March 2024.
  2. Parish Council Meeting: 19.30hrs Monday, 25 March 2024.
18. To resolve on moving into closed session on the grounds of confidentiality in accordance with the Public Bodies (Admission to Meetings) Act 1960 s.1(2).
19. To consider quotes for other works.
  01. Roadside benches renovation.
  02. Fixed Wire Circuit Testing
  03. New fire alarm sounder for the hub and library.
  04. Any late received quotes.
20. To consider any staffing & administration matters.

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<sup>i</sup> Fifteen minutes is set aside for public participation, when a short statement may be made, or a question asked about items on the agenda, or other matters. Individual members of the public may speak for a maximum of 3 minutes. Anyone wishing to speak should raise their hand and wait to be asked by the chair. A question shall not require a response nor start a debate. Unless otherwise indicated, members of the public may not speak at any other time.