

Snitterby Parish Council

Minutes of the Annual Meeting of the Parish Council held on Thursday 21st May 2026 at Village Hall

Present: Cllr's Tom Gundry, G Kettle-Gundry, S Kapil, R Lawrence, and I Moate

In Attendance: Cllr.S Bunney LCC

Clerk: M Coote

Members of the Public – none

Minute Number	Item
01/2627	Election for the Chair of the Parish Council Proposed Cllr T. Gundry Seconded Cllr G Kettle-Gundry All in Favour RESLOVED: Elect that Cllr S Kapil Chair for the 2026/27 municipal year
02/2627	Election for the Vice-Chair of the Parish Council Proposed Cllr S Kapil Seconded Cllr I Moate All in Favour RESLOVED: Elect that Cllr R Lawrence Vice-Chair for the 2026/27 municipal year
03/2627	Welcome and Public Questions Chair welcome given to those in attendance, no members of public were present
04/2627	Apologies Cllr T Faulkner, accepted
05/2627	Declarations of Interest None received
06/2627	Minutes of the Parish Council Meeting held on Thursday 19th March 2026 Proposed: Cllr.I Moate Seconded: Cllr.R.Lawrence Those who attended all in favour RESLOVED: To approve the minutes as a true and proper record.
07/2627	District and County Councillor reports and upadtes Cllr.S.Bunney:- The roll out of the waste collection has had a +60% take up rate, this will hopefully result in people having less waste as time goes on Addressing concerns about number of Police, more officers are being recruited, 1 in this area and 2 new PCSO's also. Suggested contacting Dawn Cowling to talk about the perspective of how police are working. Lincolnshire Alert is now the preferred method of communication. WLDC have launched an ASB scheme, civilians working with police to deal with these matters. Elections will take place in May 2027 , new unitary authority take office but will shadow for a year until 2028, replacing district and county councils. How Parish councils fit into this is unknown at present. Bio Gas Plant, thanked council for their determination, all comments, including those about fire safety, have been fed in, the high pressure link into the gas main is already there. LCC committee are due to consider this application, no date as yet
08/2627	Chairman's/Parish Councillor updates Nothing not covered in the agenda
09/2627	Clerk's report CIL report 2025-26 submitted Graves reuse details attached

Minutes Verification. Signature: Date:

	Ahead of this year's LALC event, Lincolnshire County Council's Highways Service would like your input to help shape our session. Respond by 31/05/26 Stop sign at crossroads, report attached DMMO details attached Church Wall email regarding excess soil deposit, gone back as this is long standing and need evidence Air Quality information on poster in noticeboard, County Councillor CVS volunteer scheme pruning and tidying Dove Cote, work commencing 01/06/26
10/2627	Police and Crime update DN21 4TU Crime Stats 25-26 were circulated
11/2627	Parish Matters Covered in Clerks report
	<u>Business Items - Motions Requiring Written Notice</u>
	Finance & Budget 2025/26
12/2627	To receive the year end finance reports a) Budget Report 2025/26 b) Bank Reconciliations 2025/26 c) Variance Report 2025/26 d) Agree asset register 2025/26 RESOLVED: All reports received and approved; asset register agreed
13/2627	Annual Governance and Accountability Return (AGAR) for the financial year 2025/26 All sections were considered by Council (i) Internal Audit (ii) Annual Governance Statement (Section 1 of the AGAR) (iii) Accounting Statements (Section 2 of the AGAR) (iv) Certificate of Exemption (v) Agree period for the Notice of Public Inspection RESOLVED: Council considered year end governance including explanation of variances, all were agreed Internal Audit, no issues Annual Governance Statement (Section 1 of the AGAR), signed by Chair and Clerk/RFO Accounting Statements (Section 2 of the AGAR) signed by Clerk/RFO before presentation to the authority, then signed by the Chair Certificate of Exemption, page 3 signed by Chair and Clerk/RFO, a copy of it to be emailed to external auditor no later than 30 June 2026 The agreed Notice of Public inspection rights to be published at the latest by Tuesday 2nd June 2026 to start Wednesday 3rd June 2026 until Tuesday 14th July 2026
	Finances, Budget & Procedures 2026/27
14/2627	The Council to review and agree the following policies and procedures: RESOLVED: Council reviewed and accepted/adopted the following policies and procedures for 2026-27 - Standing Orders - Financial Regulations - Code of Conduct - Records Retention - Freedom of Information Policy

	Freedom of Information Requests Publication Scheme Grant Award Policy NEW Grant Application NEW Planning Policy and Procedures NEW																																																																																																																																							
15/2627	Insurance Renewal RESOLVED: Insurance renewal quotation £377.34 was approved for payment																																																																																																																																							
16/2627	Payments for Approval To approve payments from 19/03/2026 – 21/05/2026 Proposed: Cllr.S.Kapil Seconded: Cllr.R.Lawrence All in favour RESOLVED: To make the following payments and accept bank reconciliations <table><tr><th colspan="5">Expenditure 2025-26</th></tr><tr><th>Reference</th><th>Description</th><th>Amount</th><th>VAT</th><th>Total</th></tr><tr><td>Tim Roache</td><td>Church Bench</td><td>130.00</td><td></td><td>130.00</td></tr><tr><td>Unity</td><td>Bank Charges</td><td>7.00</td><td></td><td>7.00</td></tr><tr><td>Total</td><td></td><td>137.00</td><td></td><td>137.00</td></tr><tr><th colspan="5">Expenditure 2026-27</th></tr><tr><td>LALC</td><td>Annual Membership</td><td>102.34</td><td></td><td>102.34</td></tr><tr><td>LALC</td><td>Annual Training Scheme</td><td>120.00</td><td>24.00</td><td>144.00</td></tr><tr><td>Salary MC</td><td>Clerk Salary April/May 26</td><td>275.96</td><td></td><td>275.96</td></tr><tr><td>HMRC</td><td>PAYE</td><td>68.80</td><td></td><td>68.80</td></tr><tr><td>Clerk</td><td>WFH March/April 26</td><td>26.00</td><td></td><td>26.00</td></tr><tr><td>Unity</td><td>Bank Charges</td><td>7.00</td><td></td><td>7.00</td></tr><tr><td>Cloud Next</td><td>.gov annual renewal</td><td>50.00</td><td>10.00</td><td>60.00</td></tr><tr><td>Cloud Next</td><td>Home hosting annual renewal</td><td>49.99</td><td>9.99</td><td>59.98</td></tr><tr><td>Green Grass</td><td>Grass Cutting</td><td>78.00</td><td>15.60</td><td>£93.60</td></tr><tr><td>WLDC</td><td>Defibrillator service</td><td>95.00</td><td>19.00</td><td>114.00</td></tr><tr><td>Zurich Insurance</td><td>Annual Insurance Premium</td><td>377.34</td><td></td><td>377.34</td></tr><tr><td>Internal Auditor</td><td>Internal Audit</td><td>50.00</td><td></td><td>50.00</td></tr><tr><td>Green Grass</td><td>Grass Cutting</td><td>156.00</td><td>31.20</td><td>187.20</td></tr><tr><td>Totals</td><td></td><td>£1,378.43</td><td>£94.19</td><td>£1,472.62</td></tr><tr><th colspan="5">Income</th></tr><tr><th>Reference</th><th>Description</th><th colspan="3">Amount</th></tr><tr><td>Reserve Account</td><td>Interest March 26</td><td colspan="3">25.75</td></tr><tr><td>Open Space</td><td>Interest March 26</td><td colspan="3">31.25</td></tr><tr><td>Current Account</td><td>Precept</td><td colspan="3">4,104.00</td></tr><tr><td>Current Account</td><td>Pit Rent</td><td colspan="3">90.00</td></tr><tr><td>Reserve Account</td><td>Cemetery Invoices</td><td colspan="3">500.00</td></tr></table> Bank Balances @ 30/04/26: Current £7,714.23 Reserves £5,379.83 Open Space £5,957.57	Expenditure 2025-26					Reference	Description	Amount	VAT	Total	Tim Roache	Church Bench	130.00		130.00	Unity	Bank Charges	7.00		7.00	Total		137.00		137.00	Expenditure 2026-27					LALC	Annual Membership	102.34		102.34	LALC	Annual Training Scheme	120.00	24.00	144.00	Salary MC	Clerk Salary April/May 26	275.96		275.96	HMRC	PAYE	68.80		68.80	Clerk	WFH March/April 26	26.00		26.00	Unity	Bank Charges	7.00		7.00	Cloud Next	.gov annual renewal	50.00	10.00	60.00	Cloud Next	Home hosting annual renewal	49.99	9.99	59.98	Green Grass	Grass Cutting	78.00	15.60	£93.60	WLDC	Defibrillator service	95.00	19.00	114.00	Zurich Insurance	Annual Insurance Premium	377.34		377.34	Internal Auditor	Internal Audit	50.00		50.00	Green Grass	Grass Cutting	156.00	31.20	187.20	Totals		£1,378.43	£94.19	£1,472.62	Income					Reference	Description	Amount			Reserve Account	Interest March 26	25.75			Open Space	Interest March 26	31.25			Current Account	Precept	4,104.00			Current Account	Pit Rent	90.00			Reserve Account	Cemetery Invoices	500.00		
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17/2627	Budget 2026/27 To agree the budget monitoring position and bank reconciliation Proposed: Cllr.S.Kapil Seconded: Cllr.R.Lawrence All in favour RESOLVED: To accept budget report and bank reconciliations																																																																																																																																							
18/2627	Grant Application Proposed: Cllr T Gundry Seconded: Cllr.S.Kapil All in favour RESOLVED: To award a total of £100.00 to two talented local athletes who have recently qualified for Team GB in Pentathlon and will be attending the European Championships in Madeira in June.																																																																																																																																							
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	Updates WL/2026/00239 Pipeline granted WL/2026/00268 Bramley End granted WL/2026/00257 Sobraon House Pending WL/2026/00249 Land North Cliff Road, granted LCC PL/0101/25 Bio Gas digester plant consultation ended 11/04/2026, out for county deliberation
	Next Meeting
20/2627	Items for inclusion on the next Meeting agenda Standard agenda items
21/2627	Date and time of the next Meeting The date and time of the next Parish Council Meeting was confirmed as Thursday 16 th July 2026, starting at 7:30pm at the Village Hall
	Council resolved to move into closed session in accordance with the public bodies (admission to meetings) act 1960 due to the confidential nature of the business to be discussed in relation to the following matters:
22/2627	To consider confidential matter

Meeting started at 7.45pm and closed at 9.12pm

Signed:

Print Name:

Date:

Minutes Verification. Signature: Date: