

a) 1. CLERK'S REPORT TO 01 July – 31 July 2020 – 11 August 2020

- i. Charitable Trust Deed. Sills and Betteridge chased re costs and timescale.
- ii. Contracts have been issued to the Hub Manager and Cleaner. (07/07/20)
- iii. Equals Debit Card Agreements have been issued to Hub Manager and Hub Working Group Member.
- iv. Highways are to work in the area for 6 weeks, starting 4 August. Marianne Overton has requested that a list to be compiled. (08/07/20). Circulated to all.
- v. LALC has issued an update to meeting, where PCs are 'strongly advised to continue with remote meetings without the need for face-to-face contact. (09/07/20).
- vi. LALC has circulated an update regarding PC websites. Virtual training will be provided to Clerks. New website templates are being rolled out. No existing content will be moved over by LCC. (09/07/20). Items v & vi Circulated to all via e-news 06/07/20 issue.
- vii. NKC has issued an update on Licensing Act 2003 – Policy consultation: 07/07/20 – 07/09/20. (07/07/20). Circulated to all.
- viii. Police Panel Representative: The Chair of the B1188 Community Police Panel has enquired about when/who the new representative will be and if he/she will attend the meeting on Monday, 7th September at 7 p.m. Including Nocton PC representative, there will be six individuals, plus whoever attends from our police team.
- ix. Lincolnshire Police Fraud Scam survey – posted onto website. (09/07/20).
- x. LCC has issued a warning regarding rogue 'highways' operation contacting PCs to carry out works. (13/07/20).
- xi. Gov.co email addresses – WIP.
From August 01 – 11:
- xii. LALC has circulated new guidance to holding remote meetings:
<https://www.lalc.co.uk/nalc-legal-topic-notes-2/>. PCs are 'strongly advised' to continue with remote meetings without the need for face-to-face contact.
- xiii. The PC printer has broken and will be removed from the Asset List for next year. The clerk reports that she has an alternative printer to use for the present.
- xiv. PC websites. Virtual training has been provided to Clerks. New website templates are being rolled out and the existing website will be closed at the end of December. No existing content will be moved over by LCC. It is requested that the Clerk receives support from a designated Cllr, to oversee the website. The Clerk has booked onto another training session, Wednesday 26 August.
- xv. The clerk has reported the additional hours worked during April – July, totalling 27.28, at a cost of £362.49.
- xvi. Cleaning materials and PPE purchased by the PC for use of staff at the Hub has been reported as missing. The Hub Manager has arranged for a lock to the storage area and the PC has funded replacements to replenish stocks.

a) 2. CORRESPONDENCE:

- i. Email has been received from a resident requesting that a light fitting is removed from their property (04/07/20). Circulated to all. Update regarding costs received from E-ON, 14/07/20.
- ii. Firestop . Risk assessment follow up received, offering additional services. 22/07/20. (circulated to all).
- iii. Emails and telephone calls (several) have been received from a resident requesting a booking at Nocton Hub. A link to the booking site has been sent by return.

a) 3. TRAINING:

- i. Website Training: Thursday 30 July, 10am, video link
LALC will facilitate training for some sessions using Zoom.

WEBSITE: Website subscribers: 17

b) Financial Report

1. To note balances as at 31/07/2020

Bus Bank Account	£50,502.58
Interest on Bus Bank Account	£2.40
Treasurers Account	£1,000.00
Uncleared payments	NIL
Income received (included in balances):	NIL
VAT refund for April/May/June pending	£12,474.43
Income received (excluded in balances):	
Equals Card Balance	£399.83
RK	£102.04
CS	£18.03
MH	£29.76
VM	£250.00

2. To note Payments made from 01/07/2020 – 31/07/2020

35	08/07/2020	OPUS ENERGY	ENERGY-STREETLIGHTS	4.92	DD	01/05/20-31/05/20
36	08/07/2020	OPUS ENERGY	ENERGY-STREETLIGHTS	5.34	DD	01/05/20-31/05/20
37	08/07/2020	OPUS ENERGY	ENERGY-STREETLIGHTS	22.55	DD	01/05/20-31/05/20
38	08/07/2020	OPUS ENERGY	ENERGY-STREETLIGHTS	9.50	DD	01/05/20-31/05/20
39	09/07/2020	MAHER MILLARD	VH REBUILD	9,474.00	BACS	BAR WORKS - PART TO RECLAIM FROM SC
40	09/07/2020	GRANDCHILDRENS TRUST	VH SUNDRIES	39.00	BACS	Q2 GARAGE RENT
41	09/07/2020	IAN GOLDSWORTHY-COVEX	VH SUNDRIES	284.80	BACS	SOAP + DISPENSERS
42	09/07/2020	IAN GOLDSWORTHY-VIKING	VH SUNDRIES	181.14	BACS	PAPER TOWEL DISPENSER
43	13/07/2020	PLUSNET	VH SUNDRIES	26.40	EQUALS	TEL FOR HUB 1ST PAYMENT
44	13/07/2020	HILLARYS BLINDS	VH SUNDRIES	1,826.00	EQUALS	BLINDS FOR HUB
45	17/07/2020	FIRESTOP	VH SUNDRIES	540.00	BACS	RISK ASST. 24/03/20
46	17/07/2020	IAN GOLDSWORTHY-SAFETY SIGNS AND NOTICES	VH SUNDRIES	92.28	BACS	COVID SAFETY SIGNS
47	17/07/2020	NKDC	VH SUNDRIES	76.50	BACS	BINS FOR HUB
48	27/07/2020	COLIN SMITH	VK SALARY	355.77	SO	JULY - NEED TO ADD INCR
49	27/07/2020	RUTH KEILLAR	CLERK SALARY	399.60	SO	JULY
50	27/07/2020	RUTH KEILLAR	CLERK OFFICE	15.00	SO	JULY
51	29/07/2020	COLIN SMITH	VK SALARY	44.20	BACS	ADDED ADJ FOR JUNE/JULY INCR TO LIVING WAGE
52	29/07/2020	RUTH KEILLAR	CLERK EXPENSES	37.42	BACS	travel/post

53	29/07/2020	TOM HOLLERAN	AUDIT	250.00	BACS	INTERNAL AUDIT
54	03/08/2020	OPUS ENERGY	ENERGY-STREETLIGHTS	4.68	DD	01/06/20-30/06/20
55	03/08/2020	OPUS ENERGY	ENERGY-STREETLIGHTS	5.21		01/06/20-30/06/20
56	03/08/2020	OPUS ENERGY	ENERGY-STREETLIGHTS	21.06		01/06/20-30/06/20
57	03/08/2020	OPUS ENERGY	ENERGY-STREETLIGHTS	8.91		01/06/20-30/06/20
58	05/03/2020	MICHAELA HALL	HUB MANAGER SALARY	40.00	BACS	JULY
59	11/07/2020	TESCO/CS	VILLAGE MAINTENANCE	2.30	EQUALS	LITTER BAGS
60	18/07/2020	TESCO/CS	VILLAGE MAINTENANCE	5.31	EQUALS	FUEL
61	28/07/2020	B&Q/CS	VILLAGE MAINTENANCE	26.00	EQUALS	PAINT
62	29/07/2020	TESCO/MH	HUB MATERIALS	0.95	EQUALS	TBC
63	29/07/2020	TESCO/MH	HUB MATERIALS	0.95	EQUALS	TBC
64	30/07/2020	AMAZON/MH	HUB MATERIALS	32.94	EQUALS	TBC
65	31/07/2020	TESCO/CS	VILLAGE MAINTENANCE	7.06	EQUALS	TBC
66	31/07/2020	AMAZON/MH	HUB MATERIALS	24.92	EQUALS	TBC

3. To note Grants and Loans:

200 Club Monies	£1000
Open Gardens	£800
VHMC Donation	£3000
Co-op Grant	£646.61
PWLB	£500,000
WREN Grant	£61,463.
Donation (private)	£600
VHMC balance of Funds	£9,700.00

4. Nocton Hub finances confirmed as £5,000, help by PC. All costs including staff salaries electricity etc to be taken from this pot.
5. Internal Audit completed 20/07/20
6. External Audit 2019-2020: Approved by Chair/Clerk 28/07/20. Submitted to PJK Littlejohn 28/07/20
7. Nocton Hub finances confirmed as £5,000, help by PC. All costs including staff salaries electricity etc to be taken from this pot.
8. VAT Reclaim submitted to end June, £12,474.43.
9. Cllr N. Faulkner is to be added to the Bank Mandate.

Police Report:. Information relating to crime can be found here.

<https://www.police.uk/lincolnshire/NC39/crime/>

Police newsletter for March – (circulated to all)

http://parishes.lincolnshire.gov.uk/Files/Parish/838/BBH_NPT_Newsletter_4_MARCH_2020.pdf

Village Keepers Report: To follow – please see the PC website of individual monthly report.