

## **SCAWBY PARISH COUNCIL**

**Minutes of the Annual Meeting of Scawby Parish Council held on Wednesday 7th May 2025 at 7.00pm in the village hall.**

Present : Cllr's T Powell, J Frost, M Keyworth, J Chamberlain,  
R Holmes, M Russell, A Hall, G Siddall, N Askew,  
R Coleman, N Barlow, L Griffiths.

In attendance : Cllr C Ross. Mrs K Pickering - clerk.  
6 members of the public.

**1. ELECTION OF CHAIRMAN**

Cllr T Powell - proposed by Cllr Frost, seconded by Cllr Coleman.  
**Elected unopposed.**

**2. ELECTION OF VICE CHAIRMAN**

Cllr R Johnson – proposed by Cllr Holmes, seconded by Cllr Coleman.  
**Elected unopposed.**

**3. APOLOGIES : R Johnson, Cllr J Lee.**

**3a. DECLARATION OF INTEREST ON ANY AGENDA ITEM.**

Cllr T Powell – Item 6(a)  
K Pickering – clerk – Item 6(b)

**4. ELECTION OF COMMITTEES :**

**a) Planning Committee**

Cllr(s) J Frost, T Powell, M Russell, A Hall, N Barlow, L Griffiths & R Coleman.

**Elected unopposed**

**b) Playing Field and Environment Committee**

Cllr(s) Frost, Siddall, Powell, Johnson, Coleman and Askew.

**Elected unopposed.**

**c) Personnel Committee**

Cllr(s) Johnson, Russell and Griffiths.

**Elected unopposed.**

**d) Disciplinary/Grievance Panel**

Cllr(s) Frost, Keyworth, Powell, Barlow and Coleman.

**Elected unopposed.**

**e) Planting Committee**

Cllr's Chamberlain, Siddall, Holmes and Powell.

**Elected unopposed.**

**f) Emergency Plan Committee**

Cllr R Johnson, Cllr Powell, Cllr Frost and Cllr Hall.

**Elected unopposed.**

**5. ELECTION OF REPRESENTATIVES**

- a) Village hall representative – Cllr Mrs Powell – Agreed unanimously.
- b) ERNLLCA representative – Cllr's M Keyworth and R Holmes – Agreed unanimously.
- c) NATS representatives – Cllr's J Frost and R Coleman– Agreed unanimously.
- d) Town and Parish Liaison representative – Cllr's Mrs Keyworth and R Holmes – Agreed unanimously.

**6. REVIEW OF SALARIES, WAGES AND ALLOWANCES :**

**a) Chairman's Allowance.**

The Chairman declared a prejudicial interest in this agenda item.

It was noted that the chairman's allowance had remained the same for at least two years, Cllr Griffiths suggested it possibly should be increased if it had not altered over this period of time. The Chairman suggested that the allowance was adequate and she did not feel it needed to be increased.

**MOTION** : Allowance to remain at £560/annum.

Proposed by Cllr Barlow, seconded by Cllr Holmes.

**IT WAS RESOLVED unanimously that this Motion be carried** and that the chairman's allowance remains at £560 per annum.

- b) Clerks salary** - national increase for 2025/26 has not yet been agreed. It will be implemented once agreed.

**Clerks quarterly allowances.**

The clerk declared a prejudicial interest in this agenda item.

**Motion:** Quarterly allowance to remain at £100/quarter.

Proposed by Cllr Barlow, seconded by Cllr J Frost. Unanimously agreed.

**7. REVIEW OF HIRE CHARGES FOR PLAYING FIELD AND SPORTS PAVILION.**

- a) Matches : Motion: To maintain the pitch fees :**

**Juniors - £25/match and Adults £30/match.**

- b) Training - £10.00,**

- c) Use of pavilion - £25.00**

**IT WAS RESOLVED** unanimously to keep all the hire charges at the playing fields and pavilion the same and as stipulated above.

**8. TO RECEIVE/CONFIRM AND ADOPT THE FOLLOWING POLICIES**

- a) Risk Assessment – agreed unanimously.
- b) Standing Orders and Financial Regulations – agreed unanimously.
- c) N.L.C – Code of Conduct – revised reversion – agreed unanimously.
- d) Asset Register – photographic asset register and word document complete.
- e) Insurance Policy – Insurance policy for 2025/26, commencing June 1<sup>st</sup> 2024 has been received and approved.

- 9. Register of councillors interests: Clerk reminded councillors that should any of their interests change to let the clerk know and an appropriate form will be completed and sent through to N.L.C**