

Thorpe on the Hill Parish Council

Minutes of the meeting 25 January 2023 at 19:00 at The Oliver Roper Meeting Room

Cllr Lyons chaired the meeting and welcomed everyone. He took the opportunity to thank the previous Parish Clerk for her work and commitment to the Parish Council over the years.

23.001 Public time –The following points were raised;

A member of the public commented about the cleanliness of the village hall of late and their dissatisfaction as a regular user of the facilities.

Councillor Lyons advised that action had been taken to address the cleaning issue and steps were now in place to ensure the hall was kept up to standard with a regular cleaning routine in place.

23.002 Parish Council

1. Membership: Cllrs R Sheldon MBE, N Williams, N Lyons (Chair), M Bindley (Vice-Chair), J Bramford, Z Ives, C Owen

2. Present: Cllrs R Sheldon MBE, N Williams, N Lyons (Chair), M Bindley (Vice-Chair), J Bramford, Z Ives, C Owen, District Cllr P. Overton, K Vickers (Parish Clerk), 2 members of the public

3. Apologies: Councillor Thompson (LCC)

4. Declaration of interest: None

5. Declaration of gifts and hospitality over £25: none

6. The following training courses were agreed: Allotments – Cllr Lyons

23.003 Updates from District and County Councillor.

Lincolnshire County Councillor Mike Thompson had previously sent his apologies and his report - LCC Highways have requested a site meeting on Thursday (26/01/23) with a Network Engineering Support Manager from Anglian Water to double check that none of their apparatus is at fault for the excess water. If the water is a spring, Highways will then look at adding some additional positive drainage to minimise the amount of water entering the carriageway before getting the carriageway defects repaired.

District Councillor Peter Overton advised the meeting that The Local Plan examination was held between 15th November and 16th December 2022. Recommended main modifications have now been published for consultation. These include the siting of wind turbines and their impact. The consultation will run for 6 weeks from 13th January to 24th February 2023. Details can be found;

<https://www.n-kesteven.gov.uk/central-lincolnshire/local-plan-review-examination/>

The NKDC home insulation grant programme is currently without any available funds, but is still taking applications as more funding is due. Information regarding eligibility can be found on the NKDC website

<https://www.n-kesteven.gov.uk/residents/sustainability-what-can-you-do/home-energy-upgrade-scheme/>

23.004 - Minutes Parish Council meeting 07 December 2022 – Agreed and signed as a true record.

23.005 – North Hykeham Relief Road. Councillor Bindley advised the meeting that he had placed an article in the upcoming View from the Hill publication regarding the relief road with a question asking residents if they felt there was a need for a public meeting. Following the response from the article, the Parish Council will liaise with Councillor Thompson with the aim of inviting a member from the highways team to the public meeting.

Action Parish Clerk

23.006 - Transfer of Parish Council funds from Skipton Building Society to Unity Trust Bank.

It was agreed to transfer the sum of £18,000.

Action Parish Clerk

23.007 - Additional Parish Councillors to act as trustees of Skipton Building Society.

It was agreed to add Cllr's Lyons and Bindley as trustees.

Action Parish Clerk

23.008 – The Parish Council agreed to the following broadband contract -

BT Business Essential package £19.95 set up fee - £24.95 +vat per month for 24 month contract

Action Parish Clerk

23.009 - Financial matters - Finance report as below was accepted

	Budget 2022/23	Actual 2022/23
Precept	(23,838.00)	(23,838.00)
VAT Refunded	(1,000.00)	(1,269.19)
Allotments and lake	(270.00)	(369.00)
ORPMR	(2,620.00)	(2,819.42)
Interest Received / Bank charges	(50.00)	(850.74)
Grants / donations	(600.00)	0.00
Total income	(28,378.00)	(29,146.35)

Love Your Parish week (section 137)	300.00	35.00
Insurance	1,800.00	1,610.96
Audit	300.00	270.00
Salary, Expences, Training	14,700.00	17,280.25
Subscriptions	330.00	286.52
Miscellaneous	88.00	(66.00)
Repairs & Maintainance of Lake	2,000.00	1,482.73
Repairs & Maintainance of assets	3,000.00	979.07
Various assets	500.00	0.00
Stationary, stamps etc	250.00	363.19
Grants and donations (Section 137)	3,286.93	2,504.36
ORPMR, bowls and tennis courts	400.00	1,373.57
Christmas (Section 137)	0.00	0.00
VAT paid	500.00	2,255.07
Total Expenditure	27,454.93	28,374.72

Campaigning/planning issues	1,000.00	0.00
Election	2,000.00	0.00
Traffic calming	10,000.00	5,000.00
ORPMR trans from Vhall	4,429.14	3,692.00
OPRMR Covid grant	6,194.40	0.00
Tennis court deposits	390.00	(10.00)
Purchase of additional assets	241,471.92	0.00
Total reserves	265,485.46	8,682.00

Total income, expenditure inc reserves	264,562.39	7,910.37
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Balance Sheet

1. Balance Carried Forward	(265,485.46)
2. Precept	(23,838.00)
3. Other receipts	(5,308.35)
4. Staff costs	17,280.25
6. Other Payments(inc reserves)	19,776.47
7. Carry Forward	(257,575.09)

Unity Bank Current Account	2067.28
Skipton BS	255507.81
Total in bank	257,575.09

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23.010 Payments authorised and income noted

Date paid	To whom	detail	amount	vat element
23/11/2022	Plusnet	telephone	25.2	4.2
25/11/2022	Commissioners Office	licence	35	0
12/12/2022	Lloyds bank credit card	office costs	10.43	0
16/12/2022	Janet Guest-Musson	salary	734.88	0
16/12/2022	HMRC	tax and NI	36.08	0
16/12/2022	LCC Pensions	salary	458.71	0
16/12/2022	Matthew Scott	salary	83.5	0
16/12/2022	Peter Harding	salary	206.4	0
16/12/2022	K Vickers	salary	717.16	0
23/12/2022	Plusnet	telephone	25.2	4.2
28/12/2022	Lindum Fire Services	service	166.28	27.72
28/12/2022	LALC	training scheme	18	3
28/12/2022	Wave (Anglian Water)	water	50.43	0
28/12/2022	CFS Fencing	fencing	1566.3	261.05
28/12/2022	St Michael's Church	grant	700	0
31/12/2022	Unity Bank	bank charges	18	0
11/01/2023	Lloyds bank credit card	Stamps	4.99	0
13/01/2023	EDF Energy	ORMR	399.6	78.12
13/01/2023	Janet Guest-Musson	salary	609.68	0
13/01/2023	K Vickers	salary	717.16	0
13/01/2023	Peter Harding	salary	206.4	0
13/01/2023	Matthew Scott	salary	83.5	0
13/01/2023	LCC Pensions	Pensions	458.71	0
13/01/2023	HMRC	tax and NI	161.28	0
			7492.89	378.29
Income to note				
25/11/2022	A Shingles	Hall Hire	-65	0
01/12/2022	Pay pal	hall hire	-15.72	0
01/12/2022	British Gas	Feed in Tarrif	-524.95	0
29/12/2022	Paypal	Hall hire	-44.7	0
29/12/2022	Pay pal	Hall hire	-15.72	0
29/12/2022	B Roper	Hall hire	-52	0
29/12/2022	A Peacock	Hall hire	-143	0
29/12/2022	A Peacock	Hall hire	-52	0
29/12/2022	A Peacock	Hall hire	-52	0
29/12/2022	A Peacock	Hall hire	-52	0
29/12/2022	Bland	Hall hire	-40	0
29/12/2022	Paypal	Hall hire	-44.7	0
			-1101.79	0

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23.011 - Precept for financial year 2023/2024 agreed

Validation Check - Percentage Increase in Parish Precept as it will appear on the Council Tax Bill				
Enter the amounts in the boxes from your Budget Calculations				
Note	2022/23	2023/24	% Increase	Change £
1 Estimated Parish/Town Expenditure		£ 31,580.00		
2 Estimated Parish/Town Income		£ 7,080.00		
3 PRECEPT (Net Budget Requirement) (1 minus 2)	£ 23,838.00	£ 24,500.00		£ 662.00
4 Taxbase	261.58	262.94		1.36
5 Band 'D' equivalent (5 divided by 6)	£ 91.13	£ 93.18	2.24%	£ 2.04
Your total funding received from NKDC will be made up of your Precept:		£ 24,500.00		
Increase/ (Decrease) from 2022/23 amount received				£662.00

	Budget 2022/23	Curent Actual 2022/23	DRAFT Budget 2023/24
Precept	-23,838.00	-23,838.00	24,500.00
VAT Refunded	-1,000.00	-1,269.19	(2,500.00)
Allotments and lake	-270	-369	(450.00)
ORPMR	-2,620.00	-2,734.72	(3,000.00)
Interest Received / Bank charges	-50	-850.74	(1,000.00)
Grants / donations	-600	0	(130.00)
Total income	-28,378.00	-29,061.65	(7,080.00)
Love Your Parish week (section 137)	300	35	300.00
Insurance	1,800.00	1,610.96	1,800.00
Audit	300	270	300.00
Salary, Expences, Training	14,700.00	15,043.52	15,500.00
Subscriptions	330	286.52	330.00
Miscellaneous	88	66	100.00
Repairs & Maintainance of Lake	2,000.00	1,482.73	2,000.00
Repairs & Maintainance of assets	3,000.00	979.07	3,500.00
Various assets	500	0	500.00
Stationary, stamps etc	250	358.2	250.00
Election			3,000.00
Grants and donations (Section 137)	3,286.93	2,504.36	2,500.00
ORPMR, bowls and tennis courts	400	1,052.09	1,500.00
Christmas (Section 137)	0	0	0.00
VAT paid	500	2,176.95	
Total Expenditure	27,454.93	25,733.40	31,580.00

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23.012- Parish Clerk report.

Date raised	Issue	Current position	Person/s responsible
Sept 2020	White lines on Middle Lane	Waiting for highways update. Clerk to contact Cllr Thompson.	Parish Clerk/ Cllr Thompson
Sept 2021	Actions pending waiting for outcome of potential extension of ORPMR	Installation of ceiling projector, Electronic notice board, replacement front doors, Replace cracked ceiling tiles, stainless steel freestanding kitchen, repaint walls, blackout blinds on hall windows, sand and varnish wood floor. On hold.	Cllr Lyons
June 2022	Possible extension to ORPMR	It was agreed to set up a small working party to progress the matter. Cllr Mrs Owen agreed to join Cllr's Lyons and Brindley.	Cllrs Lyons/Brindley/Owen
June 2022	Defibrillator	Existing defibrillator has been used and needs new pads which are out of stock with a 3 month lead time. The battery is also close to the end of life period. The Parish Council authorised the Clerk to purchase a defibrillator and to select the best one based upon recommendations, availability, and ease of ongoing servicing/support.	Parish Clerk
July 2022	New Notice board to replace the existing one	To be ordered January 2023 pending transfer of funds.	Parish Clerk
July 2022	Refurbishment of circular seat on village green	The Parish Council have received advice that the cost of repairing the bench could exceed the cost of replacing it with new, and must therefore carefully consider the options available.	Cllr's Lyons/Bindley
October 2022	OR Play Area New Equipment	To be ordered January 2023 pending transfer of funds.	Parish Clerk
October 2022	OR Play Area Grant Opportunities	Ongoing	Parish Clerk/Cllr Bindley

20.013 - Noted the following planning applications :

22/0651/HOUS EI Mas 10 Fosse Lane Thorpe On The Hill Lincoln – Approved

22/1695/TPO 33 Station Road Thorpe On The Hill Lincoln Lincolnshire LN6 9BS - Approved

Planning Cllrs are Bindley, Lyons and Williams

20.014 – Correspondence;

The Parish Council received an email to formally state dissatisfaction at the general cleanliness of the village hall with the state of the toilets in particular and felt that the centre in general has been in decline for quite a while.

This had been discussed in the public session and steps were in place to rectify the situation for the short term with the prospect of a revamp or extension + revamp in the future under discussion.

20.215 - Verbal updates from portfolio holders – none

1. To consider appointments to the following

- Lake Management Committee Parishioner seat – 1 vacancy
- Staffing committee – Councillor Mrs Ives has agreed to fill this vacancy
- Oliver Roper Play Park – Councillor Mrs Owen has agreed to fill this vacancy

Session concluded at 20:10

20.216 - Closed session

Following the resignation of the current caretaker, the Parish Council agreed that the role would be advertised with a new job specification to include cleaning duties. A flyer will be inserted in the View from the Hill publication. The staffing committee agreed to meet promptly to agree the new job description.

Parish Council Meeting dates –

2023 – 25 January, 8 March, 19 April, 24 May, 5 July, 6 September, 18 October, 29 November,

Annual Parish Meeting date - 8 March 2023

Annual Parish Council Meeting - 24 May 2023

Meeting concluded at 20:30