

Thorpe on the Hill Parish Council

Minutes of the meeting 6 September 2023 at 19:00 at The Oliver Roper Meeting Room

23.084 Councillor Brindley chaired the meeting and welcomed everyone and opened the floor to the public.

23.085 Public time –The following points were raised;

A member of the public reported issues with pieces of play equipment in the children's play park.

Action Parish Clerk

A member of the public discussed the possibilities of wildlife connectivity amongst neighbouring parishes. It was agreed to include this on the next agenda.

Action Parish Clerk

A member of the Bowls Club made themselves known to the Parish Council and offered assistance should any questions or queries arise from the agenda item 16 regarding the Bowls Club.

23.086 Updates District Councillor. District Councillors Elliott and Overton discussed forthcoming Fosse Green Energy meetings and urged everyone to attend. Councillor Elliott asked the Parish Council if they had received any noise complaints from the recent Lost Village Festival. No complaints have been received by the Parish Council and those present at the meeting felt the noise was negligible.

Formal Session

23.087 Parish Council – Members, present, apologies for absence, declarations of interest, declarations of gifts/hospitality, training.

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

2. Present: Cllrs R Sheldon MBE, N Lyons, M Bindley, Z Ives, C Owen, K Vickers (Parish Clerk), 6 members of the public, District Councillors Mitch Elliott and Peter Overton.

3. Apologies: Councillor Bramford

4. Declaration of interest: None

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

6. The following training courses were agreed: n/a

23.088 - Minutes Parish Council meeting 05 July 2023 –Councillor Lyons proposed to accept the minutes as a true record. Seconded by Councillor Owen and agreed by the members and signed by the Chair.

23.089 - To consider whether the Council will move any items on the agenda to the closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 as per Standing Order 7h.

It was proposed by Councillor Bindley and seconded by Councillor Lyons and agreed by the members that item;

20. To discuss awarding Freeperson of Thorpe on the Hill Award
would be discussed in closed session at the end of the public meeting.

23.090 Financial matters – Expenditure and income as below was authorised and noted

Date of payment	Payment to	Details	Expenditure
28/06/2023	K Vickers	Magnets for Notice Board	12.99
28/06/2023	AGJ Garden Services	Notice board installation	270
28/06/2023	Lindum Fire Ltd	ORPMR Annual Service	126
30/06/2023	Unity Trust	Bank Service Charge	18
07/07/2023	BT	Broadband ORPMR	39.54
07/07/2023	Lloyds Bank	Cleaning items/Microsoft/monthly fee	61.85
11/07/2023	EDF Energy	Electricity ORPMR	24.91
19/07/2023	HMRC	salary	42.44
19/07/2023	Lincolnshire Pension Fund	salary	233.16
19/07/2023	Secure One	Alarm service ORPMR	192.6
19/07/2023	Ms K Vickers	Salary	717.15
19/07/2023	Mr J Burden	Salary	165.2
19/07/2023	Mr M Scott	Salary	83.5
25/07/2023	Jason Stafford	Picnic bench x 2 for playing field	200
25/07/2023	View from the Hill	Grant payment	888
28/07/2023	LALC	Training	30
28/07/2023	Earth Anchors	Litter bin for playing field	160.8
02/08/2023	Sharne Ackroyd	Allotment rental refund	20
02/08/2023	Elite Signs	Signage for playing field	24
02/08/2023	Steve North	Gardening services	419
02/08/2023	Leisure Services	Wetpour repair in playground	900
07/08/2023	BT	Broadband ORPMR	39.54
09/08/2023	Lloyds Bank	Bulbs/seeds. Microsoft. Mobile top up	267.12
09/08/2023	EDF Energy	Electricity ORPMR	24.27
16/08/2023	Mr & Mrs Lyons	Screwfix	19.49
16/08/2023	Hudsons Window Cleaner	Windows ORPMR	10
16/08/2023	HMRC	Salary	42.64
16/08/2023	Mr J Burden	Salary	165
16/08/2023	M Scott	Salary	83.5
16/08/2023	Ms K Vickers	Salary	717.15
16/08/2023	Lincolnshire Pension Fund	Salary	233.16

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Date of payment	Payment from	Details	Income
05/07/2023	Noticeboard Company	refund	-138.7
05/07/2023	Mrs Peacock	Hall Hire	-52
07/07/2023	Randall CJ	Tennis key	-10
07/07/2023	Wong MPM	Tennis key	-10
07/07/2023	B Bond	hall hire	-36
11/07/2023	K Hubbard	Tennis key	-10
11/07/2023	Murray JY	Hall hire	-16
11/07/2023	Umbrella's	Hall hire	-28
26/07/2023	Lincolnshire County Council	Pin badge contribution	-198
28/07/2023	Umbrella's	Hall Hire	-48
28/07/2023	B Bond	Hall Hire	-24
02/08/2023	A R Peacock	Hall Hire	-52
09/08/2023	Murray	Hall Hire	-16
11/08/2023	St Michaels Church	Pin badge contribution	-55
14/08/2023	Scouts	Hall hire	-114
18/08/2023	HMRC	VAT Refund	-4537.62
22/08/2023	British Gas	Feed in tariff	-489.4
			-5834.72

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23.091 - Financial matters - Finance report as below was accepted	Budget 2023/24	Actual 2023/24
Precept	24,500.00	(24,500.00)
VAT Refunded	2,500.00	(4,537.62)
Allotments and lake	450.00	(1,280.00)
ORPMR	3,000.00	(3,139.74)
Interest Received / Bank charges	1,000.00	0.00
Grants / donations	130.00	0.00
Total income	31,580.00	(33,467.36)

Love Your Parish week (section 137)	300.00	0.00
Insurance	1,800.00	1,804.50
Audit	300.00	180.00
Salary	15,000.00	6,310.27
Training + expenses	500.00	149.88
Subscriptions	330.00	237.65
Miscellaneous	100.00	55.80
Repairs & Maintenance of Lake	2,000.00	362.13
Repairs & Maintenance of assets	3,500.00	2,062.49
Various assets	500.00	565.99
Stationary, stamps etc	250.00	298.00
Election (Reserves)	3,000.00	0.00
Grants and donations (Section 137)	2,500.00	1,604.97
ORPMR, bowls and tennis courts	1,500.00	1,253.27
Christmas (Section 137)	0.00	0.00
VAT paid	0.00	131.80
Total Expenditure	31,580.00	15,016.75

Campaigning/planning issues		1,000.00
Traffic calming		10,000.00
Tennis court deposits		400.00
Purchase of additional assets		0.00
Election		2,000.00
		13,400.00

Balance Sheet

1. Balance Carried Forward	241,836.41
2. Precept	(24,500.00)
3. Other receipts	(8,957.36)
4. Staff costs	6,310.27
6. Other Payments(inc reserves)	10,706.48
7. Carry Forward	260,316.75
Unity Bank Current Account	22808.94
Skipton BS	237507.81
Total in bank	260,316.75

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23.092- Parish Clerk report.

Date raised	Issue	Current position	Person/s responsible
July 2022	Extension/refurbishment to ORPMR	Plans due to be submitted to NKDC planning.	Cllr's Lyons/Bindley/Owen
July 2022	Refurbishment of circular seat on village green	Arrangements in hand	Parish Clerk
May 2023	Allotments – hedge cutting on Moor Lane	Arrangements in hand	Parish Clerk

23.093 – To discuss the adoption of the Scheme of Delegation Policy. Adoption of the policy was proposed by Councillor Owen, seconded by Councillor Williams and agreed by the members.

Action Parish Clerk

23.094 – To discuss the adoption of amendment to Standing Order number 9 Committees. The adoption of the amendment was proposed by Councillor Ives, seconded by Councillor Williams and agreed by the members.

Action Parish Clerk

23.095 – To discuss the adoption of amendment to Financial Standing Order 4. The adoption of the amendment was proposed by Councillor Owen, seconded by Councillor Sheldon and agreed by the members.

Action Parish Clerk

23.096- Oliver Roper Parish Meeting Room Improvements. Councillor Bindley gave an update on the current situation and advised that they would soon be in a position to submit a planning application.

23.097 Witham Food, Farming and Nature Network. To consider supporting the Landscape Recovery Project. Following a discussion, Councillor Lyons proposed to support the project, seconded by Councillor Ives and agreed by the members. Parish Clerk to send letter of support.

Action Parish Clerk

23.098 – Playing field update. Councillor Lyons once again thanked Mr Chapple for this very generous opportunity for the residents to use this fantastic amenity. Picnic benches, a litter bin and some signage have been installed and the outlook encouraging.

23.099 - Bowls Club. To determine if the club should have a lease or licence with the Parish Council.

Following a discussion, a vote was taken regarding the requirement for a written agreement.

In favour of a written agreement 5. Opposed to a written agreement 1.

Following the decision that a written agreement was required, it was proposed that 2 Councillors be nominated to work alongside the Bowls Club to establish an agreement. Councillors Sheldon and Lyons volunteered and this was unanimously agreed.

The following decisions were made;

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1. The Parish Council considers that a written agreement with the club is necessary.
2. The Parish Council tasked Councillors Lyons and Sheldon to negotiate a simple written agreement with the club.
3. The written agreement will be a licence, not a lease.
4. The inclusion of a small annual fee will be considered. To be negotiated by Councillors Sheldon and Lyons.
5. It was accepted that, because the Parish Council owns the pavilion, further quotes for the necessary repair work will be sought immediately.
6. Any application to the Parish Council by the Bowls Club for additional expenditure on, for example, an automatic watering system, will be dealt with under the usual grant procedure.

Action Councillors Sheldon and Lyons, Parish Clerk

Councillor Bindley proposed seeking quotes for the work required to the Bowls Club pavilion. Seconded by Councillor Sheldon and agreed by the members.

Action Parish Clerk

Councillor Bindley suspended the Standing Orders at 19:55 to allow comments from the Bowls Club members present.

Standing Orders were reinstated at 20:02

23.100 – Note the following planning applications. N/A

23.101 Email correspondence .

Correspondence has been received from a resident regarding an issue with fencing bordering the children's play park. Following a discussion, it was agreed that ownership of the boundary fences needed to be officially obtained.

Action Parish Clerk

23.102 - Verbal updates from portfolio holders

Allotments. Councillor Lyons discussed minor issues that have arisen recently and advised he would like to work alongside the Parish Clerk to establish a small working group to move things forward. This will be a forthcoming agenda item.

Action Councillor Lyons/Parish Clerk

Play Park. Councillor Owen advised that the annual play park inspection has been completed and some low and very low risk issues have been identified. Councillors Lyons and Bindley agreed to set up a small working group to address the issues identified. Parish Clerk to contact supplier regarding the issue identified by the member of the public regarding the new piece of equipment.

Action Councillors Bindley, Lyons, Owen and Parish Clerk

23.103 – Pubic meeting concluded at 20:07 to begin the closed session

Councillor Bindley nominated a resident for the Free Person of Thorpe on the Hill Award. This was unanimously agreed.

Action Parish Clerk

23.083 – Meeting concluded at 20:14

Date of future meetings

18 October 2023, 6 December 2023