

Thorpe on the Hill Parish Council

Meeting Agenda

Dear Parish Councillors

You are hereby summoned to a meeting of Thorpe on the Hill Parish Council to be held on Wednesday 17 January 2024 at The Oliver Roper Meeting Room at 7pm where the undermentioned business will be transacted.

There will be a 20 minute public forum at the start of the meeting followed by updates from our County and District Councillors. Your presence is required during this time.

Signed: **K. Vickers**, Parish Clerk.

1. Chair's welcoming remarks and note to the public to remind them of the Standing Orders regarding public participation in meetings - Notably there can be no participation in meetings once public time has ended. Members of the public raising issues or questions should be aware that only items on the meeting agenda can be debated or decided at the meeting, unless the Parish Clerk has delegated powers to deal with it as urgent, e.g. highway repairs. The Chair may decide to answer a question asked by a member of the public or call on a fellow councillor to do so, or, direct that a written response be given.
2. **Public time (20 mins)** - members of the public may ask questions or make short statements to the Council.
3. To receive updates from District and County Councillors.
4. Formal Session
5. Apologies for absence and declarations of interest in accordance with the requirements of the Localism Act 2011 to include any declaration of gifts and hospitality over £25.
6. To consider and sign the meeting minutes of the Parish Council meeting held on 06 December 2023 available to view [here](#) as a true reflection of the meetings.
6. To consider whether the Parish 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. Should this resolution be passed the public and press will be required to leave the meeting at this stage.
7. Discuss and authorise payments & note income received. **Appendix A**
8. Consider the financial report for this financial year to date **Appendix B**
9. Discuss and review Parish Clerk report. **Appendix C**
10. To agree the budget for the financial year 2024/25 **Appendix D**
11. To resolve to set the Precept for the financial year 2024/25
12. To consider moving £50000 (fifty thousand pounds) from the Skipton Building Society account to the new savings account with Unity Trust Bank to ensure that the funds are covered by the Financial Services Compensation Scheme.
13. To consider the tenders received for the Oliver Roper Parish Meeting Room and make the decisions as follows:
 - (a) The project should go ahead.
 - (b) Which quote (if any) to award the project to.
Quote A £143,789.99 plus a contingency of £14,378.99
Quote B £134,160.00 plus a contingency of £6000
14. To resolve to adopt the Publication Scheme as circulated to all Parish Councillors

15. To note the following planning application. 23/0946/HOUS Laurel Holme Little Thorpe Lane Thorpe on The Hill Lincoln. No comments submitted.
16. To receive and consider correspondence received that has not been circulated to the wider Parish or is not on the agenda.
17. To receive verbal updates from portfolio holders.

Future meeting dates

Parish Council Meetings

6 March 2024, 17 April 2024, 29 May 2024,
10 July 2024, 4 September 2024, 16 October 2024, 4 December 2024

Lake Committee Meeting

20 March 2024

Portfolio holders

- Lake Management Committee – Cllr’s, Bindley, Bramford, Lyons, Sheldon
- Staffing Committee – Cllr’s Ives, Lyons and Sheldon MBE
- Whisby Quarry Liaison meeting – Cllrs Lyons and *vacancy*
- Whisby Nature Park Steering Board – Cllr Sheldon MBE
- Allotments – Cllr Lyons
- Planning – Cllrs Bindley, Lyons and Williams
- Finance – Cllr Bramford
- Tennis court – Cllr Bramford
- Oliver Roper playpark – Cllr Owen
- Wildlife – Cllr Lyons
- Oliver Roper Parish Meeting Room – Cllrs Bindley, Lyons and Owen

Appendix A - Finance Report Expenditure to authorise/income to note

| | | | |
|--------------------|-------------------------------------|--|---------------|
| Expenditure | | | |
| 01/12/2023 | Anglian Water | Water rates | 69.04 |
| 05/12/2023 | Rafal J Gasienica | Pavilion | 1431 |
| 06/12/2023 | EDF Energy | Electricity | 199.12 |
| 11/12/2023 | BT | Broadband | 39.54 |
| 11/12/2023 | Lloyds Bank | Picture frame, mobile top up, Microsoft, aggregate | 216.48 |
| 11/12/2023 | Steve North | Grass cutting | 200 |
| 11/12/2023 | Chris Murray | Gardening services | 90 |
| 12/12/2023 | HMRC | salary | 265.86 |
| 19/12/2023 | HMRC | salary | 78 |
| 19/12/2023 | M Scott | salary | 100.03 |
| 19/12/2023 | LCC Pension | salary | 272.45 |
| 19/12/2023 | Ms K Vickers | salary | 738.01 |
| 19/12/2023 | M Bindley | reimbursement -leaflets | 55.53 |
| 19/12/2023 | Mr J Burden | salary | 165.2 |
| 27/12/2023 | Rafal J Gasienica | Bowls Pavilion | 2219 |
| 31/12/2023 | Unity Trust | Service Charge | 18 |
| 04/01/2023 | BT | Broadband | 39.54 |
| 10/01/2023 | Lloyds Bank | Shredder, tape, Microsoft, bulbs, fee | 349.93 |
| 10/01/2023 | Mrs C E L Roe | Hall hire refund | 20 |
| 10/01/2023 | Chris Murray | Gardening services | 90 |
| 10/01/2023 | EDF Energy | Electricity | 350.37 |
| | | | |
| | | Total expenditure | 7007.1 |
| | | | |
| Income | | | |
| 01/12/2023 | Ofgem | Feed in tariff | -46.62 |
| 05/12/2023 | Murray JY | Hall hire | -16 |
| 05/12/2023 | Mrs Peacock | Hall hire | -52 |
| 06/12/2023 | B Bond | Hall hire | -32 |
| 07/12/2023 | Scouts | Hall hire | -184 |
| 14/12/2023 | Umbrella's | Hall Hire | -28 |
| 14/12/2023 | Umbrella's | Hall hire | -28 |
| 19/12/2023 | TOTH Playgroup | Hall Hire | -48 |
| 20/12/2023 | Lincoln Featherbenders & Flyfishers | Hall Hire | -20 |
| 20/12/2023 | Mrs Peacock | Hall Hire | -52 |
| | | | - |
| 20/12/2023 | Ofgem | Feed in tariff | 280.26 |
| 28/12/2023 | B Bond | Hall Hire | -8 |
| 28/12/2023 | Murray JY | Hall Hire | -16 |
| 03/01/2023 | Scouts | Hall Hire | -62 |
| 08/01/2023 | Duckering | Hall Hire | -50 |
| | | | |
| | | Total income | 922.88 |
| | | | |

Appendix B

| Income | 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 | (1,380.00) |
| ORPMR | 3,000.00 | (4,783.85) |
| Interest Received | 1,000.00 | 0.00 |
| Grants / donations | 130.00 | (127.47) |
| Total income | 31,580.00 | (35,328.94) |

Expenditure

| | | |
|-------------------------------------|------------------|------------------|
| Love Your Parish week (section 137) | 300.00 | 0.00 |
| Insurance | 1,800.00 | 1,804.50 |
| Audit | 300.00 | 558.00 |
| Salary | 15,000.00 | 12,447.63 |
| Training + expenses | 500.00 | 149.88 |
| Subscriptions | 330.00 | 237.65 |
| Repairs & maintenance of Lake | 2,000.00 | 1,110.12 |
| Repairs & maintenance of assets | 3,500.00 | 2,239.70 |
| Various assets | 500.00 | 565.99 |
| Office running costs | 250.00 | 833.94 |
| Election | 3,000.00 | 49.70 |
| Grants and donations (Section 137) | 2,500.00 | 1,604.97 |
| ORPMR, bowls and tennis courts | 1,500.00 | 7,319.14 |
| Miscellaneous | 100.00 | 182.83 |
| Reserves | | 1,684.44 |
| Total Expenditure | 31,580.00 | 30,788.49 |

Reserves

| | | |
|-------------------------------|--|-------------------|
| Campaigning/planning issues | | 1,000.00 |
| Traffic calming | | 10,000.00 |
| Purchase of additional assets | | 40,000.00 |
| Election | | 2,000.00 |
| Village hall extension | | 175,000.00 |
| | | 228,000.00 |

Balance Sheet

| | |
|----------------------------|-------------|
| 1. Balance Carried Forward | 241,836.41 |
| 2. Precept | (24,500.00) |
| 3. Other receipts | (10,828.94) |
| 4. Staff costs | 12,447.63 |
| 6. Other Payments | 20,340.86 |
| 7. Carry Forward | |

Unity Bank Current Account

8813.25

Skipton BS

237507.81

Total in bank

246,321.06

Appendix C Parish Clerk report outstanding/ongoing Parish Council decisions

| Date raised | Issue | Current position | Person/s responsible |
|-------------|--|--|--|
| June 2022 | Possible extension to ORPMR | Agenda point 13 | Cllrs Lyons/Bindley/Owen Parish Clerk |
| April 2023 | Fosse Green Energy | <p>Current position</p> <p>A public meeting was held with approximately 60 attendees representing approximately 40 households in the village.</p> <p>A presentation was given explaining the Parish Councils position in terms of opposing the development.</p> <p>Action</p> <p>Volunteers for residents to join the Action Group are being sought with interested parties to contact the Parish Clerk.</p> | Cllr Bindley/Lyons |
| Sept 2023 | Fencing between 2 Westfield Drive and ORPMR play area. | <p>Current position</p> <p>Quote received to demolish and remove the existing fencing.</p> <p>Action</p> <p>To progress in Spring 2024.</p> | Parish Clerk |
| Sept 2023 | Bowls Pavilion Repairs | <p>Current position</p> <p>Work has commenced.</p> | Parish Clerk |
| Sept 2023 | Playpark annual inspection | <p>Current position</p> <p>Minor actions to be taken following annual inspection.</p> <p>Action</p> <p>To progress when weather permits.</p> | Cllrs Owen/Lyons/Bindley/ Parish Clerk |

All other actions from Parish Council Meetings are either completed or itemised above

Appendix D

| | Budget 2024/25 | |
|---|---------------------------|------------------|
| Precept | | 25,350.00 |
| VAT Refund Estimate | 1,500.00 | |
| Allotments and lake | 1,100.00 | |
| ORPMR | 5,000.00 | |
| Grants / donations | 130.00 | |
| | | |
| Total income | 7,730.00 | |
| | | |
| Salaries | 18,000.00 | |
| Insurance | 1,800.00 | |
| Audit | 600.00 | |
| Expenses, training | 300.00 | |
| Subscriptions | 280.00 | |
| Eric East Lake - repairs/maintenance | 2,000.00 | |
| Repairs & maintenance of other assets | 2,000.00 | |
| ORPMR recreational site - repairs/maintenance | 2,500.00 | |
| ORPMR recreational site - Utilities | 2,500.00 | |
| Stationery/office running costs | 500.00 | |
| Grants and donations (Section 137/S111) | 2,600.00 | |
| Total Expenditure | 33,080.00 | |
| Reserves | | |
| Campaigning/planning issues | 4,000.00 | |
| Election | 3,000.00 | |
| Legal fees | 5,000.00 | |
| Purchase of additional/replacement play equipment | 15,000.00 | |
| Provision of additional recreational equipment | 25,000.00 | |
| Village Hall Extension | 160,000.00 | |
| General reserves | 25,000.00 | |
| | 237,000.00 | |

Band D equivalent rise of 1.33% = £1.24