

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 17th April 2024 at St Michael's and All Angels Church 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 Councilor's. 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 March 2024 available to view [here](#) as a true reflection of the meetings.
 7. 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.
 8. Discuss and authorise payments & note income received. **Appendix A**
 9. Consider the financial report for this financial year to date **Appendix B**
 10. Discuss and review Parish Clerk report. **Appendix C**
 11. To consider amending the list of current signatories at Skipton Building Society to include the Parish Clerk.
 12. To consider the proposed allotments risk assessment as circulated to all Parish Councillors.
 13. To note the increase in the salary of the litter picker due to the increase in the minimum wage.
 14. To note the following planning applications. To vary condition 2 of planning permission 19/0170/ccc - to allow a further period of five years to retain the mobile classroom.
- Location: St Michael's Church of England Primary School, School Lane, Thorpe on The Hill – application approved
15. To receive and consider correspondence received that has not been circulated to the wider Parish or is not on the agenda.
 16. To receive verbal updates from portfolio holders.
 17. To consider any nominations for the Freedom of the Parish Award.

Future meeting dates

Parish Council Meetings

29 May 2024, 10 July 2024, 4 September 2024, 16 October 2024, 4 December 2024

Annual Parish Meeting

29 May 2024

Lake Committee Meeting

24th July 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

Payments made			
04.03.2024	Anglian Water	Water rates	-80.88
11.03.2024	BT Group	Broadband	-39.54
11.03.2024	Lloyds Group	Building Control fee's, Microsoft, monthly fee	514.99
11.03.2024	UK Alternative Energy	Annual service	-180
11.03.2024	Chris Murray	gardening services	-75
11.03.2024	Hudsons Windows	Windows cleaned	-10
13.03.2024	EDF Energy	Electricity	-342.2
18.03.2024	Lincolnshire Pension Fund	pension	253.16
18.03.2024	Ms K Vickers	salary	773.29
18.03.2024	M Scott	salary	100.03
18.03.2024	Mr J Burden	salary	-165.2
31.03.2024	Unity Trust	bank charge	-18
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Total			2552.3
Income received			
04.03.2024	Lincoln Featherbenders	Hall hire	20
05.03.2024	B Bond	Hall hire	48
05.03.2024	Mrs A R Peacock	Hall hire	52
05.03.2024	Siewewrig	Hall hire	52
11.03.2024	Gillian Enderby	Hall hire	52
12.03.2024	British Gas	Feed in tariff	57.25
15.03.2024	Tanner C	Tennis key	10
19.03.2024	Scouts	Hall hire	138
20.03.2024	Murray JY	Hall hire	16
Total			445.25

Appendix B -Financial report for this financial year to date

Final budget report 2023/24

	24,500.00	24,500.00
VAT Refunded	2,500.00	4,537.62
Allotments and lake	450.00	1,260.00
ORPMR	3,000.00	6,038.18
Other income		984.88
Interest from Skipton BC		5,858.14
Total income	30,450.00	43,178.82

Salaries	18,000.00	(16,585.95)
Insurance	1,800.00	(1,804.50)
Audit	600.00	(738.00)
Expenses, training	300.00	(149.88)
Subscriptions	280.00	(480.23)
Eric East Lake - repairs/maintenance	2,000.00	(1,010.12)
Repairs & maintenance of other assets	2,000.00	(8,300.40)
ORPMR recreational site - repairs/maintenance	2,500.00	(4,881.69)
Stationery/office running costs	500.00	(811.55)
Grants and donations (Section 137/S111)	2,600.00	(2,304.97)
Miscellaneous		(706.06)
Reserves		(46,668.16)
Transfer		(324.46)
Total Expenditure	30,580.00	(84,765.97)

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	(46,668.16)

Balance Sheet

1. Balance Carried Forward	241,836.41
2. Precept	24,500.00
3. Other receipts	18,678.82
4. Staff costs	(16,585.95)
6. Other Payments	(68,180.02)
7. Carry Forward	

Unity Bank Current Account	909.95
Unity Trust Instant Access	5973.08
Skipton BS	193365.95
Total in bank	200,248.98

Appendix C Parish Clerk report outstanding/ongoing Parish Council decisions

Date raised	Issue	Status	Person/s responsible
June 2022	Village hall extension/renovation	Update	Cllrs Lyons, Owen, Ives, Bindley and parish clerk
Sept 2023	Fencing between 2 Westfield Drive and ORPMR play area.	Current position Quote received to demolish and remove the existing fencing. Action To progress in Spring 2024.	Parish Clerk
Sept 2023	Playpark annual inspection	Current position Minor actions to be taken following annual inspection. Action To progress when weather permits.	Cllrs Owen/Lyons/Bindley/Parish Clerk

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