

Thorpe on the Hill Parish Council
Minutes of the Annual Parish Council Meeting held 29 May 2024 at The
Oliver Roper Village Hall at 7pm

24.05.01 Welcome- Councillor Bindley welcomed everyone to the meeting.

24.05.02 Elect a Chairman and receive the Declaration of Acceptance of Office for the year 2024/25. Nominations were called. Councillor Lyons proposed Councillor Bindley which was agreed by all, and the declaration of office signed.

24.05.03 Elect a Vice Chairman for the year 2024/25. Nominations were called. Councillor Brindley proposed Councillor Lyons which was agreed by all.

24.05.04 To consider any requests to changes to committee's/ portfolio holders.
No requests received.

24.05.05 Public Forum where Standing Orders are suspended.

No members of the public were present, but correspondence has been received from a parishioner wishing to voice their opinion that *"Councillor Brindley has done an excellent job during his time in office and the parish in general fully appreciate the efforts he has made on our behalf. Its a thankless task but he should know that he has done the job well and with diligence and integrity."*

24.05.06. County and District Council Updates.

District Councillor Peter Overton gave his report of the last 12 months discussing the solar farm project, new relief road, climate change and housing.

NKDC had no further updates regarding the solar farm application.

County Councillor Allan Briggs sent his apologies.

Standing Orders Reinstated at 7.15pm

24.05.07 Apologies for Absence. Apologies were received and accepted from Councillors Bramford and Owen.

24.05.08 Receive any Declarations of Interest from Members. None

24.05.09 Consider and sign meeting minutes of Parish Council meeting on 17 April 2024. Agreed by all and signed by the Chair.

24.05.10 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.

No items proposed.

24.05.11 Annual Review of Policies

a. Parish Council Asset Register - agreed

b. Standing Orders – agreed – no amendments required.

c. To consider the adoption of the new Financial Regulations – previously circulated – to be deferred to the next meeting of the Parish Council. **Action Parish Clerk**

d. To review the membership of the Lake Management Committee – no amendments.

24.05.12 Review of Arrangements - To consider and approve the schedule of regular payments due in relation to a continuing contract or obligation. List previously circulated.
Agreed.

24.05.13 To receive and note the Annual Internal Audit Report 2023/24.
The Audit Report had been previously circulated and will be available to view on the Parish Council website under the section [Audit of Accounts 2023/24](#). No areas for concern or irregularities were highlighted and the report was accepted and noted. **Action Parish Clerk**

24.05.14 To consider, approve and sign the Annual Governance Statement 2023/24 (Section 1).
The report had been previously circulated.
It was unanimously agreed and approved and signed by the Chair and Clerk. The report will be available for viewing on the website under the section [Audit of Accounts 2023/24](#). **Action Parish Clerk**

24.05.15 To certify the accounts before presenting, considering, approving, and signing the Accounting Statement for 2023/24 (Section 2).
The Clerk certified the accounts which were approved by all, and the accounting statement signed by the Chair and Clerk. The statement will be available for viewing on the website under the section [Audit of Accounts 2023/24](#). **Action Parish Clerk**

24.05.16 To consider the financial report for this financial year to date as shown in the [agenda](#) as Appendix A

24.05.17 Discuss and authorise payments & note income received as shown in the [agenda](#) as Appendix B

24.05.18 To note the increase in employer pension contribution to 25.20% from April 2024.
Noted.

24.05.19 To note the increase in the caretaker's salary by 54p per hour backdated to April 2024.
Noted.

24.05.20 To note the added expenditure to the running of the village hall site due to general waste collection charges.
At a recent meeting of the District Councils Executive Board, a review of how the District Council apply the Regulations was undertaken.
The review presented to the Executive Board highlighted that the current system provides an unfair competitive advantage to the premises that also generate commercial waste, and which may be in competition with other venues that are not exempt from charges and therefore a charge would now be applicable.
Noted.

24.05.21 To note the completion of the quarter 4 internal audit check. Previously circulated.
Councillor Bramford had completed the internal audit check which will be available to view on the [website](#).

24.05.22 Clerks Report

Date raised	Item	Current position	Person/s responsible
June 2022	Village Hall renovations	Current position The renovations are almost complete, with just a few snagging issues to iron out.	Cllrs Bindley, Lyons, Ives, Owen, parish clerk
Sept 2023	Fencing between 2 Westfield Drive and village hall	Current position Quote received to demolish and remove the existing fencing. Action To progress when resident is ready.	Cllr Bindley Parish Clerk
Sept 2023	Play inspection actions	Current position Minor actions to be taken following annual inspection. Action Working party to be arranged following the hall renovations.	Cllrs Owen/Lyons/Bindley/ Parish Clerk

24.05.23 To consider the adoption of the new village hall booking terms and conditions. Previously circulated.

It was unanimously agreed to amend the village hall booking terms and conditions which can be viewed on the [website](#).

Action Parish Clerk

Councillor Lyons recommended forming a working group to discuss the future of the bookings for the hall and determine its purpose and whether it should predominantly be for use by parishioners or if the hall should be utilised as a potential income generator. It was agreed to carry on with the working party formed during the renovation discussions.

24.05.24 To consider amending the village hall users risk assessment. Previously circulated.

It was unanimously agreed to amend the village hall users' risk assessment which can be viewed on the [website](#).

Action Parish Clerk

24.05.25 Planning - The following planning applications were noted;

Planning Application Number: 24/0113/CCC LCCReference Number: PL/0090/23 - Location: Land at Whisby Landfill Site, Eagle Road, Whisby . Development: For the processing of Incinerator Bottom Ash (IBA) and subsequent landfilling of IBA into four cells (cells 1-4) within the boundary of the permitted installation. – **Application granted.**

Planning Application Reference: 24/0582/PNREN. Notification of Prior Approval Application - Installation of roof mounted 30.89kwp solar PV array comprising of 71 panels - Whisby Natural World Moor Lane Thorpe on The Hill.

24.05.26 Receive and consider correspondence received that has not been circulated to the wider Parish or is not on the agenda.

i. The Parish Council has received correspondence from the Scouts with a request for certain items to be considered for the newly renovated village hall.

- a. Clock – this was unanimously agreed. **Action Parish Clerk**
- b. Portrait of HM King Charles – the clerk advised that the Parish Council had already received the donated portrait which would be displayed shortly.
- c. Portrait of Baden Powell – it was agreed that whilst not suitable to have a portrait on permanent display, should the Scouts wish to store a portrait in the storeroom for use during their sessions, this would be acceptable.
- d. Projector – it had already been agreed that a new projector would be sourced during discussions around the renovations. **Action Clerk to liaise with Councillor Bramford for options.**

ii. The Parish Council received a request to support the campaign to improve the safety of lithium batteries and their disposal.

It was agreed to support the campaign by agreeing for the Parish Council to be added to this list of supporters and receiving updates.

Action Parish Clerk

24.05.27 Verbal Updates from Portfolio Holders

Staffing Committee

The annual caretaker appraisal has been undertaken with no matters arising.

The litter picker has resigned from his position and the post has been advertised.

Allotments

The new terms and conditions and risk assessment have been distributed. Inspections to take place shortly.

24.05.28 Future meeting dates

Parish Council Meetings

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

Lake Committee Meeting

24th July 2024

Meeting Concluded at 7:40pm