

Thorpe on the Hill Parish Council

Meeting Agenda

Dear Parish Councillor's,

You are hereby summoned to a meeting of Thorpe on the Hill Parish Council to be held on Wednesday 4th September 2024 at The Oliver Roper Village Hall 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 Councillor's. Your presence is required during this time.

Signed: **K. Vickers**, Parish Clerk. 29.08.2024

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 10 July 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. Finance Report.
 - i. Discuss and authorise payments & note income received. Appendix A
 - ii. To consider the financial report for this financial year to date. Appendix B
 - iii. To note the completion of the quarterly financial report.
 - iv. To note the correction to the 2023/24 AGAR Form 3 box 9.
9. Discuss and review the Parish Clerk report on ongoing/outstanding actions. Appendix C
10. Hall Bookings. To discuss the purpose of the hall and finance model following the renovation.
11. Communication within the PC.
12. To consider the following planning applications.
 - i. 24/0831/FUL. Addition of 5 caravan or tent spaces to existing camp ground. Railway Inn, Station Road. TOTH.To note the following planning applications.

i. 24/0582/PNREN. Installation of roof mounted 30.89kwp solar PV array comprising of 71 panels. Whisby Natural World Moor Lane Thorpe on The Hill - it was resolved to confirm that prior **approval not required**.

ii. 24/0270/HOUS. Erection of garden room extension and extension to site boundary. The Barn, Jubilee Farm, Middle Lane – **it was resolved to approve the application**.

13.To receive and consider correspondence received that has not been circulated to the wider Parish or is not on the agenda.

14.To receive verbal updates from portfolio holders.

Future meeting dates

Parish Council Meetings

16 October 2024, 4 December 2024

15 January 2025, 5 March 2025, 16 April 2025, 28 May 2025, 9 July 2025, 3 September 2025, 15 October 2025, 3 December 2025.

Lake Committee Meeting

23 October 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

Meeting Date	Power to Spend Category	Date of transaction	Payee/Payer	Details	Amount
04.09.2024	Parish property, maintenance,	28/06/2024	TODDS	VH renovations	-9369.77
04.09.2024	Service Charge	30/06/2024	Unity Trust	Service charge	-18
04.09.2024	Broadband	08/07/2024	BT Group	Broadband	-43.33
04.09.2024	Electricity	09/07/2024	EDF Energy	Electricity	-53.73
04.09.2024	Miscellaneous	10/07/2024	Lloyds Bank	Refund for keys, microsoft, first aid kit, clock, mobile top up, monthly fee	-59.4
04.09.2024	Parish property, maintenance,	12/07/2024	Secure One	Annual service	-196.32
04.09.2024	Parish property, maintenance,	12/07/2024	Steve North	Fence removal, grass cutting, hedge cutting	-1600
04.09.2024	Parish property, maintenance,	12/07/2024	Lindum Fire Ltd	Annual service	-82.74
04.09.2024	Pension	23/07/2024	LCC Pension Fund	Pension	-264.07
04.09.2024	Parish property, maintenance,	23/07/2024	Lindum Fire Ltd	Inspection	-144
04.09.2024	Parish property, maintenance,	23/07/2024	Arbuthnot Latham	Playground inspection	-200.64
04.09.2024	Salary	23/07/2024	Ms K Vickers	Salary	-779.09
04.09.2024	Salary	23/07/2024	Mr J Burden	Salary	-172.8
04.09.2024	Salary	23/07/2024	Mr F Taylor	Salary	-88.2
04.09.2024	PAYE	23/07/2024	HMRC	Tax/NI	-75.15
04.09.2024	Parish property, maintenance,	29/07/2024	Mr M Murray	Gardening services	-165
04.09.2024	Broadband	07/08/2024	BT Group	Broadband	-43.33
04.09.2024	Miscellaneous	09/08/2024	Lloyds Bank	Projector, Microsoft, monthly fee.	-523.39
				Total expenditure	-13878.96
04.09.2024	Hall Hire	28.06.2024	Ashaye AO	Hall hire	78
04.09.2024	Hall Hire	08.07.2024	B Bond	Hall hire	64
04.09.2024	Hall Hire	08.07.2024	Ashaye AO	Hall hire	130
04.09.2024	Hall Hire	09.07.2024	Mrs AR Peacock	Hall hire	52
04.09.2024	Hall Hire	09/07/2024	K White	Hall hire	60
04.09.2024	Hall Hire	15/07/2024	Murray JY	Hall hire	16
04.09.2024	Hall Hire	15/07/2024	NKDC	Hall hire	50
04.09.2024	Hall Hire	17/07/2024	NKDC	Hall hire	250
04.09.2024	Miscellaneous	22/07/2024	Greensit	Tennis Court Key	10
04.09.2024	Hall Hire	30/07/2024	Positive Independence	Hall hire	312
04.09.2024	Hall Hire	14/08/2024	Mrs AR Peacock	Hall hire	39
04.09.2024	Licence fee	14/08/2024	Scout Groups	Annual lake licence fee	100
04.09.2024	Hall Hire	14/08/2024	Scout Groups	Hall hire	12
04.09.2024	Hall Hire	14/08/2024	Scout Groups	Hall hire	32
04.09.2024	Hall Hire	15/08/2024	B Bond	Hall hire	36
04.09.2024	Feed in Tariff	23/08/2024	Offgem	Feed in tariff	9.52
04.09.2024	Hall Hire	23/08/2024	Murray JY	Hall hire	16
				Total income	1266.52

Appendix B

	Budget 2024/25	Actual
Precept	25,350.00	25,350.00
VAT Refund	1,500.00	8,783.06
Allotments and lake	1,100.00	1,439.00
ORPMR	5,000.00	2,511.16
Other income	130.00	549.83
Transfer		
Interest from Skipton BC		
Interest from Unity Trust		40.95
Total income	33,080.00	38,674.00
Transfer from Skipton Building Society		121,166.11

Salaries	18,000.00	(6,994.22)
Insurance	1,800.00	(1,947.50)
Audit	600.00	0.00
Expences, training	300.00	0.00
Subscriptions	280.00	0.00
Eric East Lake - repairs/maintenance	2,000.00	(175.00)
Repairs & maintenance of other assets	2,000.00	(1,512.86)
ORPMR recreational site - repairs/maintenance	5,000.00	(4,443.21)
Stationery/office running costs	500.00	(266.00)
Grants and donations (Section 137/S111)	2,600.00	(1,189.56)
Payments from reserves		(125,176.28)
Total Expenditure	33,080.00	(141,704.63)

Campaigning/planning issues	4,000.00	
Election	3,000.00	
Legal fees	5,000.00	
Purchase of additional/replacement play equipment	20,000.00	
Provision of additional recreational equipment	20,000.00	
General reserves	25,000.00	
	77,000.00	

Balance Sheet

1. Balance Carried Forward		200,248.98
2. Precept		25,350.00
3. Other receipts		13,324.00
4. Staff costs		(6,994.22)
6. Other Payments		(134,710.41)
7. Carry Forward		
Unity Bank Current Account		19004.48
Unity Trust Instant Access		6014.03
Skipton BS		72199.84
Total in bank		97,218.35

Appendix C

Date raised	Issue	Status
July 2024	<p>Positioning of play area gate.</p> <p>Several concerns regarding the current positioning of the play area gate have been received.</p>	<p>Parish Council looking at an alternative location for gate /additional safety measures.</p>
July 2024	<p>Positioning of new fencing between play area and neighbouring property.</p> <p>Following the installation of the new fencing, a complaint has been received from a resident regarding the positioning of the new fence.</p>	<p>Correspondence sent to the neighbouring property to advise that the fence has been installed on Parish Council land and request the ownership of the fence be agreed in writing with no further action to be taken by the Parish Council.</p>
July 2024	<p>Acoustics in hall</p> <p>Issues regarding the acoustics in the hall have been raised by the user groups following the renovations.</p>	<p>Meeting held with acoustic expert and alternative solutions sought from Todd's (original contractor).</p>

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