

# 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 16<sup>th</sup> October 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.

1. To elect a Chair.
2. 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.
3. **Public time (20 mins)** - members of the public may ask questions or make short statements to the Council.
4. To receive updates from District and County Councillors.
5. Formal Session
6. 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.
7. To consider and sign the meeting minutes of the Parish Council meeting held 04 September available to view [here](#) as a true reflection of the meetings.
8. 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.
9. 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
10. Discuss and review the Parish Clerk report on ongoing/outstanding actions. Appendix C
11. To consider the following planning applications.
12. Village Hall Recreation Area. To discuss the following;
  - i. additions to décor within in the hall
  - ii. introduction of a fire assembly point
  - iii. purchase of a floor cleaning machine

13. To discuss and agree to the amendments on the village hall terms and conditions of use and booking form.
14. To remove Mark Bindley from the list of authorised signatories for the Skipton Bank Account and add Kerrie Vickers.
15. To discuss the request from the Bowls Club for a replacement shed.
16. Fosse Green Energy Update. To consider any upcoming costs associated with the Fosse Green Energy Action Group.
17. To receive and consider correspondence received that has not been circulated to the wider Parish or is not on the agenda.
18. To receive verbal updates from portfolio holders and discuss vacancies in the following;  
Planning.

### **Future meeting dates**

#### **Parish Council Meetings**

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**

tbc

#### **Portfolio holders**

- Lake Management Committee – Cllr’s 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 Lyons, Williams and *vacancy*
- Finance – Cllr Bramford
- Tennis court – Cllr Bramford
- Oliver Roper playpark – Cllr Owen
- Wildlife – Cllr Lyons
- Village Hall – Cllrs Lyons, Ives and Owen

## Appendix A

Power to Spend	Date	Payment to	Details	amount
<b>Expenditure</b>				
Parish property, maintenance,	02/09/2024	Anglian Water	Water rates	-79.41
Parish property, maintenance,	02/09/2024	Taylor Tree Services	Tree removal at Lake	-420
Broadband	09/09/2024	BT Group	Broadband	-43.33
Parish property, maintenance,	10/09/2024	Lloyds Bank	Hall keys, monthly fee, microsoft	-24.99
PAYE	16/09/2024	HMRC	Tax/NI	-75.55
Salary	16/09/2024	Mr F Taylor	Salary	-87.82
Salary	16/09/2024	Mr J Burden	Salary	-172.8
Parish property, maintenance,	16/09/2024	RC Wetherill	Hedge cutting Sky Lane	-45
Parish property, maintenance,	16/09/2024	Advanced Acoustics	Ceiling tiles	-4620
Parish property, maintenance,	17/09/2024	EDF Energy	Electricity	-49.6
Salary	20/09/2024	LCC Pension Fund	Pension	-264.07
Salary	20/09/2024	Ms K Vickers	Salary	-779.09
Parish property, maintenance,	26/09/2024	S North	Grass/hedges/bins	-544
Grant	26/09/2024	TTS	Building blocks	-326.39
Service Charge	30/09/2024	Unity Trust	Service charge	-18
Parish property, maintenance,	07/10/2024	Draper Memorials	War Memorial	-395
Audit	07/10/2024	PFK Littlejohn LLP	External audit	-378
Miscellaneous	07/10/2024	Mervin Wong	Tennis Court Key	-10
			Total	-8333.05
<b>Income</b>				
Hall Hire	29/08/2024	Umbrella's	Hall hire	28
Hall Hire	13/09/2024	Mrs AR Peacock	Hall hire	52
Hall Hire	20/09/2024	Murray JY	Hall hire	16
Hall Hire	20/09/2024	Ashaye AO	Hall hire	360
Hall Hire	30/09/2024	Carmargue Group	Hall hire	78
Hall Hire	01/10/2024	911 Beading Group	Hall hire	60
Hall Hire	02/10/2024	B Bond	Hall hire	64
Hall Hire	07/10/2024	Tanner	Hall Hire	30
			Total	688

## Appendix B

Income	Budget	Actual
Precept	25,350.00	25,350.00
VAT Refund General	1,500.00	2,062.32
VAT Refund Hall Renovations	20,000.00	6,720.74
Allotments and lake	1,100.00	1,439.00
ORPMR	5,000.00	3,199.16
Other income	130.00	549.83
Internal Transfer		
Interest from Skipton BC		5,816.98
Interest from Unity Trust		40.95
<b>Total income</b>	<b>53,080.00</b>	<b>45,178.98</b>
<b>Transfer from Skipton Building Society</b>		121,166.11
Salaries	18,000.00	(12,993.55)
Insurance	1,800.00	(1,947.50)
Audit	600.00	(378.00)
Expenses, training	300.00	0.00
Subscriptions	280.00	0.00
Eric East Lake - repairs/maintenance	2,000.00	(595.00)
Repairs & maintenance of other assets	2,000.00	(2,172.86)
ORPMR recreational site - repairs/maintenance	5,000.00	(4,969.55)
Stationery/office running costs	500.00	(288.99)
Grants and donations (Section 137/S111)	2,600.00	(1,515.95)
Payments from reserves	120,000.00	<b>(125,176.28)</b>
<b>Total Expenditure</b>	<b>153,080.00</b>	<b>(150,037.68)</b>
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	
	<b>77,000.00</b>	
<b>Balance Sheet</b>		
1. Balance Carried Forward		200,248.98
2. Precept		25,350.00
3. Other receipts		19,828.98
4. Staff costs		(12,993.55)
6. Other Payments		(137,044.13)
7. Carry Forward		
Unity Bank Current Account		11359.43
Unity Trust Instant Access		6014.03
Skipton BS		78016.82
<b>Total in bank</b>		<b>95,390.28</b>

## Appendix C

Date raised	Issue	Status
July 2024	<p><b>Positioning of play area gate.</b></p> <p>Several concerns regarding the current positioning of the play area gate have been received</p>	<p>Hedging along car park/driveway to be removed, yellow hatching at entrance to be added, new signage to be acquired.</p>
July 2024	<p><b>Acoustics in hall</b></p> <p>Issues regarding the acoustics in the hall have been raised by the user groups following the renovations.</p>	<p>Replacement acoustic tiles to be fitted 18<sup>th</sup> October 2024.</p>
September 2024	<p><b>Village hall flooring</b></p> <p>Issues with the new flooring have been identified and reported to Todd's.</p>	<p>Todd's have agreed to address the issues and are currently waiting for a date from their floor contractor.</p>
<p>September 2024</p> <p>New staple item</p>	<p><b>Issues arising from hall users.</b></p> <p>The walls are already very dirty and marked.</p>	<p>Possible solutions sought, ie buffer at chair height, painting the bottom half grey etc.</p>

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