

Thorpe on the Hill Parish Council

Minutes of the meeting held 16 October 2024 at 19:00 at The Oliver Roper Village Hall

24.10.01 Councillor Lyons welcomed everyone to the meeting and reminded everyone about the Standing Orders relating to the public time.

The former Chair Mark Bindley informed the Parish Council on 08 September 2024 that he was resigning from the Parish Council with immediate effect. In the period since his resignation, Councillor Lyons, as vice-chair of the Parish Council has filled this position.

Councillor Lyons took this opportunity to praise Mark's time on the Parish Council and added that his energy and the quality of his contributions were exceptional. He was very focussed on action and results and devoted an enormous amount of time and effort to the Parish Council and during his tenure as Chair the Parish Council can point to many achievements. And for those achievements, on behalf of the Parish Council, Cllr Lyons wanted to express sincere thanks and gratitude which was echoed by all.

24.10.02 To elect a Chair

Cllr Lyons asked for nominations for Chair. Cllr Sheldon proposed Cllr Lyons which was seconded by Cllr Ives and agreed by all by a show of hands.

As Cllr Lyons was previously Vice Chair, this position was now vacant. Cllr Lyons called for nominations for Vice Chair, Cllr Sheldon nominated Cllr Bramford which was seconded by Cllr Owen and agreed by all by a show of hands.

Cllr Lyons opened the floor to the public forum and Standing Orders were suspended at 19:03

24.10.03 Public Time - District/County Council Updates

A member of the public reported the poor state of the A46 slip road from Fosse Lane. Clerk to report to LCC Highways.

A member of the public asked for clarification regarding the removal of the hedge in the playground and was assured that the hedge along the car parking side only was being removed and not the hedge along West Field Lane.

The Parish Clerk advised that she had received other correspondence to be heard in the public time, but the items were already on the agenda for discussion.

No District or County Councillors present at this stage. Apologies were received from County Councillor Briggs and District Councillors Elliot and Overton.

Standing orders reinstated at 19:08

24.10.04 Parish Council – Members, present, apologies for absence, declarations of interest, declarations of gifts/hospitality, training.

1. Membership: Councillors (Cllrs) Jason Bramford (Vice Chair), Zoe Ives, Nick Lyons (Chair), Charlotte Owen, Bob Sheldon MBE, Neville Williams.

2. Present: 1. Councillors (Cllrs) Jason Bramford (Vice Chair), Zoe Ives, Nick Lyons (Chair), Charlotte Owen, Bob Sheldon MBE. Neville Williams. Also in attendance Kerrie Vickers (parish clerk)

3. Apologies: none

4. Declaration of interest: Cllr Lyons declared an interest in agenda item 15, Cllr Sheldon declared an interest in agenda item 16. Should a decision be required, the Cllr's would abstain.

5. Declaration of gifts and hospitality over £25: None

24.10.05 - The minutes of the Parish Council meeting held 04 September 2024 were unanimously agreed as a true record by the members and signed by the Chair.

24.10.06 - 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 were proposed, and it was resolved to discuss all items in the open session.

Councillor Lyons proposed item 15 on the agenda be moved to be heard next and Standing Orders suspended to allow members of the public to comment on this item. This was agreed by all.

Standing Orders suspended at 19:10

A member of the public on behalf of the Bowls Club advised the meeting that the existing shed has been in existence for over 50 years and is now at the end of its useful life and is beyond further repair and asked the Parish Council to consider purchasing a replacement shed which would remain the property of the Parish Council but be used by the Bowls Club.

A question was asked about the ongoing maintenance on the shed and assurance was given that the Bowls Club would do this.

The Parish Clerk advised the members of the Bowls Club present, that should the request be granted; it is essential that the new shed be installed on Parish Council land and not on the neighbouring boundary.

Standing Orders reinstated at 19:15

24.10.07 – Request by Bowls Club for a replacement shed.

Following a brief discussion, it was agreed unanimously by a show of hands to agree to the request and a new shed will be purchased and sited on Parish Council land and the Bowls Club will remove and dispose of the old shed.

Action Parish Clerk

24.010.08 Financial matters – The previously circulated list of payments and income were authorised and noted.

Appendix A

24.10.09 Budget Position - The financial report for this financial year to date was noted with no queries.

Appendix B

The Parish Clerk advised that the sum of £21020.39 from the VAT refund has been received after the publication of the agenda and will show on the next finance report.

District Councillor Peter Overton joined the meeting.

24.10.10. Discuss and review the Parish Clerk report on ongoing/outstanding actions.

Appendix C

24.10.11. Planning Applications – N/a

24.10.12. Village Hall Recreation Area

i. The Scout groups have requested their notice board be reinstated in the hall along with the pulley system for their Union Jack flag.

It was agreed to reinstate a notice board, along with a Parish Council notice board which will both be purchased by the Parish Council following the conclusion of the assessment of the acoustics.

Action Parish Clerk

It was agreed in principle to reinstate the pulley provided there were no health and safety concerns and following the conclusion of the assessment of the acoustics.

Action Parish Clerk

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A number of residents have requested some form of decorative display be added to the hall showing Thorpe on the Hill through the ages.

It was agreed a small working group should be formed to include the Parish Clerk.

Action Parish Clerk

ii. Fire Assembly Point.

It was agreed that a notice would be purchased, and the most appropriate location determined by the Parish Clerk and caretaker.

Action Parish Clerk

iii. Floor Cleaning Machine.

It was agreed that a professional cleaning machine was necessary. Quotes to be obtained.

Action Parish Clerk

24.10.13 Village Hall Booking Form and Terms and Conditions

The Parish Clerk advised that following an enquiry to our insurers, it has been identified that the booking form and terms and conditions of hire of the hall need to be amended to include a requirement for any users responsible for children or vulnerable adults to hold the relevant required documentation and insurance. This was unanimously agreed by show of hands.

Action Parish Clerk

24.10.14 Skipton Building Society Signatory Amendment.

The Skipton Building Society requires any outgoing signatory to sign their consent to be removed from the account. The Parish Council have attempted to get the form completed to remove Mark Bindley from the account but have not been successful. These minutes will now serve as confirmation of this action if agreed.

Cllr Lyons proposed the action be taken to remove Mark Bindley as a signatory to be replaced by Kerrie Vickers. This was agreed by all by a show of hands.

Action Parish Clerk

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

All correspondence received had been already discussed during the meeting in relation to décor in the hall.

24.10.16 – Solar Farm Update

Cllr Lyons gave a brief update on the proposed solar farm and advised that the public consultation was scheduled to begin in November 2024.

The action group consisting of neighbouring Parish Councils is still actively rallying against the proposal and there is also a local group of TOTH residents.

Cllr Lyons reminded the meeting about the previous resident's survey where from the results received, 76% were against the proposal meaning the Parish Council had an obligation to speak against it on their behalf.

Cllr Lyons proposed producing a leaflet for all the residents of Thorpe on the Hill to inform them of the consultation dates and the importance of being heard at this stage of the process.

It was unanimously agreed that the cost of the leaflet would be paid for by the Parish Council

Action Cllr Lyons.

24.10.17- Verbal updates from portfolio holders

Cllr Bramford advised that the quarter 2 internal audit had been completed with no issues.

The Parish Clerk advised that the Planning Working Group now had a vacancy with the Scheme of Delegation Policy stating that 3 Parish Councillors should be in the group.

Cllr Owen volunteered to fill the vacancy which was agreed by all.

24.10.18 – 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

24.10.19– Meeting concluded at 20:15

Appendix A

Power to Spend	Date	Payment to	Details	amount
Expenditure				
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
Income				
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

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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
Total income	53,080.00	45,178.98
Transfer from Skipton Building Society		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	(125,176.28)
Total Expenditure	153,080.00	(150,037.68)
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		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
Total in bank		95,390.28

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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>Yellow hatching at entrance complete.</p> <p>New warning signage ordered.</p> <p>Instruction to remove the hedge along the car park side of the playground given.</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>New tiles to be fitted 18th October after which time the PC will reassess the situation.</p>
July 2024	<p>Village hall flooring</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>
Staple Item	<p>Issues arising from hall users.</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> <p>It was agreed to await the results of the replacement ceiling tiles before addressing any decoration issues.</p>

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