

## 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 04<sup>th</sup> December 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. 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 16 October 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 annual increase in the clerk's salary in line with the Local Government Association which will be backdated to April 2024.
  - iv. To consider engaging the services of LALC for the internal audit for 2024/25.
9. Discuss and review the Parish Clerk report on ongoing/outstanding actions. Appendix C
10. Planning.
  - i. To note the following planning applications.  
  
Planning Permission 14/0385/CCC- To enable a proposed revision of the approved restoration scheme and a change to the silt management arrangements approved at Whisby Quarry. Location: Whisby Quarry (Adjacent to Swinderby Road and Beehive Lane), Whisby. **No comments.**

Application Reference: 24/1304/HOUS. Proposal: Removal of concrete garage and replace with brick built double garage. **No comments.**

ii. To note the following planning application decisions.

Application 24/0831/FUL Railway Inn Station Road Thorpe on The Hill Lincoln - Addition of 5 caravan or tent spaces to existing campground. **Approved**

Application 24/1129/HOUS The Spinney 3 Moor Lane Thorpe on The Hill Lincoln. Erection of garage extension. **Approved.**

**11.** Fosse Green Solar Farm Consultation. To consider whether the Parish Council should submit a response to the public consultation.

**12.** Lake Management Committee (LMC)

i. Terms of Reference – to consider amending the terms of reference in relation to the amount of Parish Councillors required on the committee and the number of times per year that the committee will meet.

ii. To discuss the ongoing reporting of the actions/decisions/expenditure of the LMC.

iii. To approve the minutes of the meeting held 24 July 2024 and 30 October 2024.

**13.** Grounds Maintenance – to consider extending the litter pickers hours of work by 1 hour per week to include light rounds maintenance duties at the village hall site.

**14.** Grants – to consider the applications for grant aid in 2026/27 – circulated to Parish Councillors in advance.

i. View from the Hill Parish Magazine - £1050 – printing costs

ii. Church of St Michael and All Angels - £800 for grass cutting and tree maintenance

**15.** To consider the purchase of an industrial floor cleaning machine for the village hall. Quotes circulated.

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

**17.** To receive verbal updates from portfolio holders.

**Portfolio holders**

- Allotments – Cllr Lyons
- Finance – Cllr Bramford
- Lake Management Committee – Cllr's Bramford, Lyons, Sheldon
- Oliver Roper playpark – Cllr Owen
- Planning – Cllrs Lyons, Williams and Owen
- Staffing Committee – Cllr's Ives, Lyons and Sheldon MBE
- Tennis court – Cllr Bramford
- Whisby Quarry Liaison meeting – Cllrs Lyons
- Whisby Nature Park Steering Board – Cllr Sheldon MBE
- Wildlife – Cllr Lyons
- Village Hall – Cllrs Lyons, Ives and Owen

### **Future meeting dates**

- **Parish Council Meetings**

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**

02 April 2025

## Appendix A

### Expenditure

04.12.2024	08/10/2024	BT Group	Broadband	-43.33
04.12.2024	10/10/2024	Lloyds Bank	Hoover bags, cleaning products,microsoft, keyboard, mouse, USB port	-154.31
04.12.2024	17/10/2024	EDF Energy	Electricity	-67.98
04.12.2024	22/10/2024	LCC Pension Fund	Salary	-264.07
04.12.2024	22/10/2024	HMRC	Salary	-75.35
04.12.2024	22/10/2024	Mr J Burden	Salary	-172.8
04.12.2024	22/10/2024	Ms K Vickers	Salary	-779.09
04.12.2024	22/10/2024	Mr F Taylor	Salary	-87.82
04.12.2024	28/10/2024	Transfer to Instant Access Account	Transfer	- 21020.39
04.12.2024	31/10/2024	LCC	Grass cutting grant	1176.76
04.12.2024	31/10/2024	Unity Trust	Service charge	-5.4
04.12.2024	07/11/2024	BT Group	Broadband	-43.33
04.12.2024	11/11/2024	Lloyds Bank	Wildlife bulbs, office equipment, signage, microsoft, monthly fee	-323.72
04.12.2024	13/11/2024	Allen Signs	Safety signs	-267.57
04.12.2024	13/11/2024	John Kaberry Ltd	Shed	-1627
04.12.2024	19/11/2024	EDF Energy	Electricity	-228.83
04.12.2024	20/11/2024	LCC Pension Fund	Salary	-347.15
04.12.2024	20/11/2024	HMRC	PAYE	-164.49
04.12.2024	20/11/2024	Frank Taylor	Salary	-87.82
04.12.2024	20/11/2024	Mr J Burden	Salary	-172.8
04.12.2024	20/11/2024	Ms K Vickers	Salary	-971.17
04.12.2024	25/11/2024	ICO Group	Data Protection	-35
04.12.2024	27/11/2024	Mr & Mrs Lyons	Leaflets	-83.57
				-
				<b>25846.23</b>

### Income

04.12.2024	09/10/2024	Scout Groups	Hall Hire	110
04.12.2024	11/10/2024	HMRC	VAT Return	21020.39
04.12.2024	14/10/2024	Danielle Barrowcliffe	Hall Hire	20
04.12.2024	25/10/2024	Umbrella's	Hall hire	28
04.12.2024	31/10/2024	LCC	Grass cutting grant	1176.76
04.12.2024	01/11/2024	Ashaye AO	Hall hire	15
04.12.2024	04/11/2024	Lincoln Featherbenders	Hall hire	20
04.12.2024	05/11/2024	Mrs AR Peacock	Hall hire	60
04.12.2024	06/11/2024	Murray JY	Hall hire	16
04.12.2024	06/11/2024	Murray JY	Hall hire	16
04.12.2024	06/11/2024	Beechmast Ltd	Tree removal at Lake	420
04.12.2024	08/11/2024	NKDC	Litter picking grant	127.47
04.12.2024	08/11/2024	Scout Groups	Hall hire	138
04.12.2024	11/11/2024	B Bond	Hall hire	36
04.12.2024	11/11/2024	Banfield Jayce	Hall hire	30
04.12.2024	25/11/2024	Griffith	Hall hire	45
				<b>23278.62</b>

## 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	27,741.13
Allotments and lake	1,100.00	1,439.00
ORPMR	5,000.00	4,153.16
Other income	130.00	1,854.06
Internal Transfer		21,020.39
Interest from Skipton BC		5,816.98
Interest from Unity Trust		82.64
<b>Total income</b>	<b>53,080.00</b>	<b>89,519.68</b>
<b>Transfer from Skipton Building Society</b>		<b>121,166.11</b>

Salaries	18,000.00	(16,116.11)
Insurance	1,800.00	(1,947.50)
Audit	600.00	(378.00)
Expenses, training	300.00	0.00
Subscriptions	280.00	(35.00)
Eric East Lake - repairs/maintenance	2,000.00	(792.99)
Repairs & maintenance of other assets	2,000.00	(2,172.86)
ORPMR recreational site - repairs/maintenance	5,000.00	(7,324.09)
Stationery/office running costs	500.00	(497.93)
Grants and donations (Section 137/S111)	2,600.00	(1,515.95)
Transfer to Instant Access Account		(21,020.39)
Payments from reserves	120,000.00	<b>(125,259.85)</b>
<b>Total Expenditure</b>	<b>153,080.00</b>	<b>(177,060.67)</b>
<b>Total expenditure minus VH project</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	

**77,000.00**

### Balance Sheet

1. Balance Carried Forward	200,248.98
2. Precept	25,350.00
3. Other receipts	64,169.68
4. Staff costs	(16,116.11)
6. Other Payments	(160,944.56)
7. Carry Forward	

Unity Bank Current Account	7615.06
Unity Trust Instant Access	27076.11
Skipton BS	78016.82
<b>Total in bank</b>	<b>112,707.99</b>

## Appendix C

Date raised	Issue	Status
September 2024	<b>Village hall flooring</b> Issues with the new flooring have been identified and reported to Todd's.	Todd's have agreed to address the issues and are currently waiting for a date from their floor contractor.
September 2024  New staple item	<b>Issues arising from hall users.</b> The walls are already very dirty and marked.	Possible solutions sought, ie buffer at chair height, painting the bottom half grey etc.

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