

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 16th April 2025 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 if the minutes of the Parish Council meeting held 05th March 2025 available to view [here](#) are a true reflection of events.
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
9. Discuss and review the Parish Clerk report on ongoing/outstanding actions. Appendix C
10. To note the following planning application decisions.
 - i. PL/0014/25 DEVELOPMENT: TO VARY CONDITIONS 11 (RESTORATION), 18 (RESTORATION AND AFTERCARE), 20 (RESTORATION AND LANDSCAPING), 21 (LANDSCAPING AND AFTERCARE), AND 22 (LEACHATE LAGOONS AND CONTAINMENT DITCHES) OF PLANNING PERMISSION N/23&64/0885/82
 - ii. PL/0013/25 DEVELOPMENT: TO VARY CONDITIONS 2 (APPROVED DOCUMENTS), 28 (RESTORATION), AND 29 (RESTORATION AND AFTERCARE) OF PLANNING PERMISSION 14/0385/CCC
11. Whisby Steering Board. To discuss the request to dissolve the Whisby Steering Board meetings.
12. Communication and engagement with the local community to include the lack of signage and bus shelter in Lincoln Lane/Middle Lane.

13. Staffing. To consider if the Parish Council wishes to advertise for a litter picker following the resignation of the current member of staff.

14. Village Hall

- i. To receive an update from the Parish Clerk regarding the increased use of the village hall.
- ii. To consider the request from the Scout Groups to install a small pulley system for the purpose of displaying a flag.
- iii. Village photographs. To receive an update on the progress of this project and agree a budget.

15. Fosse Green Energy. Update. News of Community Liaison Group. To consider if the Parish Council should commit to contributing to the Solar Energy Project Action Group for the purpose of engaging professional services.

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.

Future meeting dates

Parish Council Meetings

28 May 2025, 9 July 2025, 3 September 2025, 15 October 2025, 3 December 2025.

Lake Committee Meeting

02 April 2025

Portfolio holders

- Allotments – Cllr Lyons
- Finance – Cllr Bramford
- Lake Management Committee – Cllr's Bramford, Lyons, Sheldon MBE
- 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

Appendix A

Expenditure to authorise

| | | | |
|-----------------------|------------------------|----------------------------|-----------------|
| 18.2.25 | EDF Energy | Electricity | -555.54 |
| 19.2.25 | LCC Pension Fund | Pension | -293.25 |
| 20.2.25 | Ms K Vickers | Salary | -847.75 |
| 20.2.25 | HMRC | PAYE | -116.46 |
| 20.2.25 | J Burden | Salary | -172.8 |
| 20.2.25 | F Taylor | Salary | -131.74 |
| 28.2.25 | Unity Trust | Service charge | -6 |
| 3.3.25 | Anglian Water | Water rates | -124.46 |
| 10.3.25 | BT Group | Broadband | -46.13 |
| 12.3.25 | Lloyds Bank | Microsoft/monthly fee | -4.99 |
| 14.3.25 | Mr J Burden | Cleaning products | -5.5 |
| 14.3.25 | Lindum Fire Ltd | Fire equipment inspection | -96 |
| 18.3.25 | EDF Energy | Electricity | -289.14 |
| 26.2.25 | UK Alternative Energy | Heat pump service | -180 |
| 18.2.25 | Henry Window Clean | VH windows cleaned | -15 |
| 20.3.25 | HMRC | PAYE | -116.46 |
| 20.3.25 | LCC Pension Fund | Salary | -233.12 |
| 20.3.25 | Frank Taylor | Salary | -131.74 |
| 20.3.25 | Ms K Vickers | Salary | -847.75 |
| 20.3.25 | Mr J Burden | Salary | -172.8 |
| 26.3.25 | Chris Murray | Gardening services | -105 |
| 26.3.25 | LALC | Parish Councillor training | -36 |
| 26.3.25 | LCC Pension Fund | Pension | -60.13 |
| 28.3.25 | Henry Window Clean | Solar panels clean | -500 |
| 31.3.25 | Unity Trust | Service charge | -6 |
| | | Total expenditure | -5093.76 |
| Income to note | | | |
| 19.2.25 | Scout Groups | Hall hire | 176 |
| 3.3.25 | B Bond | Hall hire | 48 |
| 3.3.25 | K Golding | Hall hire | 45 |
| 3.3.25 | Lincoln Featherbenders | Hall hire | 40 |
| 3.3.25 | Murray JY | Hall hire | 16 |
| 4.3.25 | Mrs AR Peacock | Hall hire | 60 |
| 13.3.25 | Wood S | Hall hire | 50 |
| 14.3.25 | Scout Groups | Hall hire | 138 |
| 25.3.25 | Stocker D A | chair hire | 120 |
| 28.3.25 | Perkins Alec | Hall hire | 16 |
| | | Total income | 709 |
| | | | |
| | | | |

Appendix B

| 2024-25 End of year position | Budget | Actual | | Difference |
|--|--------|-----------|--|------------|
| Salaries | 18000 | -22184.63 | | -4184.63 |
| Insurance | 1800 | -1947.5 | | -147.5 |
| Audit | 600 | -378 | | 222 |
| Expenses, training | 300 | -149.57 | | 150.43 |
| Subscriptions | 280 | -35 | | 245 |
| Eric East Lake - repairs/maintenance | 2000 | -1499.34 | | 500.66 |
| Repairs & maintenance of other assets | 2000 | -2012.86 | | -12.86 |
| Village hall recreational site - repairs/maintenance | 5000 | -12731.84 | | -7731.84 |
| Stationery/office running costs | 500 | -687.3 | | -187.3 |
| Grants and donations (Section 137/S111) | 2600 | -2315.95 | | 284.05 |

| | Explanation for large overspend in relation to budget. |
|--|--|
| Salaries | Minimum wage increase. Clerks' salary regraded. |
| Insurance | |
| Audit | |
| Expenses, training | |
| Subscriptions | |
| Eric East Lake - repairs/maintenance | |
| Repairs & maintenance of other assets | |
| Village hall recreational site - repairs/maintenance | New shed. Fence removal. Purchase of industrial cleaner. Additional fire equipment. Hedge removal. Solar panels cleaned. Car park hatchings. |
| Stationery/office running costs | New shredder purchased |
| Grants and donations (Section 137/S111) | |

Balance Sheet

| | |
|----------------------------|--------------|
| 1. Balance Carried Forward | 200,248.98 |
| 2. Precept | 25,350.00 |
| 3. Other receipts | 66,640.14 |
| 4. Staff costs | (22,184.63) |
| 6. Other Payments | (167,954.03) |

| | |
|-----------------------------------|------------|
| Unity Bank Current Account | 1868.95 |
| Unity Trust Instant Access | 22214.69 |
| Skipton BS | 78016.82 |
| 7. Total in bank to carry forward | 102,100.46 |

Appendix C

| Date raised | Issue | Status |
|---------------------------------------|--|--|
| September 2024 New staple item | Issues arising from hall users. The walls are already very dirty. | Decorator is booked for May 2025. |
| March 2025 Village Hall floor | The screeding was incorrectly prepared prior to the installation of the second lot of flooring resulting in 'waves' in the flooring. | A meeting with the director of the company has been requested and agreed, but a date as yet confirmed. |

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