

South Croxton Parish Council

Minutes of the Parish Council Meeting on Thursday 7th January 2019 at 6.30 pm in the South Croxton Village Hall

Councillors present: Cllr JoAnne Charles, Cllr Liz Norton,
Cllr Paul Gant, Cllr Richard Spokes

In attendance: Clerk– Mr SC Johnson

Meeting opened at 6.30pm.

1. Welcome -
Cllr Charles opened the meeting and welcomed all present.
2. Apologies for Absence - Cllr Daniel Grimly (email to Clerk), Cllr Stephen Goodger (email to Clerk)
3. Disclosure of Interests –
None
4. Confirmation of the previous meeting minutes on 12th December 2018.
Clerk identified one error in section 7, Planning Matters. The application number should be P/18/2041/2, and not P/18/2044 as minuted. The minutes, following proposal by Cllr Norton, and seconded by Cllr Spokes, were unanimously approved as a true record, and duly signed. Clerk to File and post on website.
5. Matters arising from minutes of previous meeting – see working paper attached to meeting agenda on website. It was noted that the white lining re-paint initiated by Cllr Seaton had been effected and that a further request has been made by the Clerk to Cllr Seaton for extending the work to include South Croxton Road. Two items outstanding for action were a) the need for a listing of the contact details and website addresses of local roadworks and any flooding to be attached to the Parish Council website to enable Parishioners to report issues directly, and b) clerk to notify Highways of the need to clean the gully near 51 Main Street to the Kings Lane/School Lane cross roads.
6. Planning updates – None at the meeting.

7. Consider Insurance Update –

Having noted that the Parish Council Insurance did not include cover for Street Furniture, Playing Field Equipment, or street lamps a revised quotation had been sought from insurers. To provide that cover up to renewal date in May 2019 an additional premium of £106.67 has been invoiced. Councillors approved the payment while advising that the 2019/2020 costs should be within the budgeted amount. The Clerk will arrange for 3 appropriate quotations to be considered at renewal date.

8. Financial Matters –

a) Analysis of Current Account at end of 2018 calendar year –

A summary sheet was presented (also attached to the agenda on the website) showing the cash position to date. Also included were the estimated spend to the financial year end, and Development fund reserve held in the Current Account. The summary included for deduction of cheques paid following the last meeting in December 2018. The financial year end prediction is £780.84. Following an email received by Cllr Norton from Mr David Baggot regarding the Village Hall funding from the Parish Council the clerk was tasked with drafting a letter in response outlining the arrangements in place for small grants through the Community Contribution Fund and large projects using VAT registered contractors

b) Confirm Parish Precept for the year 2019/2020 –

A draft precept document was tabled for discussion. Based on the Cash Book layout the listing of budgeted items presented were the result of earlier discussion. Adjustments were made at the meeting with the precept requirement in mind. Additional items, reserve funds, street light modifications, and other upcoming expenditures were duly considered in the calculations a summary of which is attached to these minutes.

The Precept required is:

£11751.00

The meeting resolved that this amount be submitted to the Borough Council and Precept request forms (duplicate) were duly signed and will be sent to the Borough Council before the 16th January 2019 – was emailed and sent by post on 10th January 2019.

- c) Cheques to be signed –
The cheques are listed below - Cheques to be signed at meeting on 7th January 2019' and were approved and signed by Councillors.
- 9. Opportunity for Members of the public to speak –
No members of the public were present at the meeting. However concerns had been expressed to Councillors from the public about parking on the street outside of Numbers 64 and 58 Main Street which requires mothers with children in pushchairs needing to use the road at a point near to a bend which would hinder vehicle drivers visibility. Clerk to report this matter to the local police.
- 10. Items for inclusion as future Agenda items –
 - a) Submission of application for Grant to Rural Community Council for the 'Play a Part' Feasibility Study to be made during January 2019 – dates to be established from RCC.
 - b) Progress the ROSPA report requirements and produce an action plan.
- 11. Date of next meeting to be 4th February 2019 and successive meeting dates will also be on the first Monday of each month excluding August.

The meeting concluded at 1930 hours.

CHEQUES TO BE SIGNED AT MEETING ON 7TH JANUARY 2019

		£
CLERK	WAGES	126.49
	HMRC	31.60
	PAYROLL SERVICES	54.00
	INSURANCE UPGRADE	106.67

Confirmed:	Chairman	Date:
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PRECEPT 2019/2020 SUMMARY OF CALCULATIONS

ITEM	AMOUNT	
PAYROLL SERVICES	228.00	
OFFICE EXPENSES	350.00	
WEBSITE	300.00	
CLERKS SALARY	1600.00	
DEV ACCUMULATOR FUND	945.00	
INSURANCE	360.00	
PLAY EQUIPMENT, INSPECTION AND MAINTENANCE	350.00	
PLAYING FIELD MOWING	1200.00	
SUBSCRIPTIONS	250.00	
STREET LIGHTS	1500.00	
VILLAGE HALL RENT		550.00 *
COMMUNITY CONTRIBUTION FUND	3165.00	
HMRC	403.00	
TRAINING BUDGET	200.00	
ELECTION RESERVE	150.00	
INTERNAL AUDITOR	250.00	
RESERVE ACCOUNT TOP UP	500.00	
	11751.00	

INCLUDED IN COMMUNITY CONTRIBUTION
FUND

*

OTHER ITEMS:

STREET LIGHTING MODIFICATIONS (£3132.89 INC) TO BE PAID FROM RESERVE ACCOUNT
 DEFIBRILLATOR BATTERY REPLACEMENT (£250) TO BE PAID FROM COMMUNITY CONTRIBUTION FUND
 UPDATED LOCAL COUNCILS ADMINISTRATION BOOK (£130) TO BE FUNDED FROM VAT REFUND FROM -
 STREET LIGHTING MODIFICATIONS
 ANNUAL COST OF HEATING AND LIGHTING (£100) FOR THE CLERK WILL BE FUNDED FROM THE -
 CURRENT ACCOUNT.

Confirmed:	Chairman	Date:
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