

South Croxton Parish Council

Minutes of the Parish Council Meeting held on Monday 2nd March 2020

at 6.00 pm in South Croxton Village Hall

Councillors present: Cllr JoAnn Charles (Chair), Cllr Elizabeth Norton, Cllr Stephen Goodger, Cllr Dave Morris, Cllr Paul Gant.

In attendance: Clerk – Mr SC Johnson, PC Harkerat Sanghera, PC Will Staniforth

1. Welcome

Cllr Charles opened the meeting and welcomed all present.

2. Apologies for Absence

None

3. Disclosure of Interests by Councillors for this meeting

No interests were declared at the start of during the meeting.

4. Agree Minutes of meeting held on 3rd February 2020

The minutes were unanimously approved by Councillors and were duly signed by the Chair. Clerk to add the minutes to the website and file the copy.

5. Borough Councillor Report

Borough Councillor not present at the meeting.

6. Police Report

Will Staniforth was introduced to the meeting as replacement to Harkitt who is moving to another area. One crime of burglary by forced entry on Main Street had been reported since the last meeting.

7. Matters Arising from minutes of meeting held on 3rd February 2020

Minute

7/7 The Play a Part Grant has now been included in the spend to financial year end.

8. Update on the Travellers site – an email was sent to CBC Planning on 10th February 2020 about the further deposit of scrapings deposited on the site in the light of withdrawal of P/19/0448/2 on 7th January 2020. We await a response.

10. A Play a Part meeting will be held on 14th March 2020 in the Village Hall to determine further action.

14. Communication has been received from Highways about the current drain problems - on 11/2 they stated that the Main Street blockage had been cleared and on 17/2 they stated that work to clear the blockage on Mains Street had been authorised. An assessment made by the clerk on 27th February at both the Crossroads and the bottom of the Village did not reveal flooding at either site even though rain was falling. A second assessment will be made following a dry period to examine the drains and report back as appropriate.

Confirmed:

Chairman

Date:

8. Planning Matters

No new planning applications have been received from CBC Planning during the last month.

9. Financial Matters

Bank Accounts and Reserves	
Current Account Balance statement)	£ 11046.13 (Jan/Feb
Estimated Income to yr end CLAIMED)	£ 1098.67 (VAT REFUND
Refund of Defib monies	£ 214.07
Total	£ 12358.87
Estimated spend to yr end	£ 7675.76 (inc PAP grant)
Balance as reserve)	£ 4683.11 (£2000 (marked
Reserve Account Balance statement)	£ 9410.56 (Jan/Feb
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b) Cheques to be signed this meeting	
Defib 4 Life (Defibrillator Spares)	£ 285.60 Chq No. 892
HMRC (February)	£ 33.60 Chq No. 893
Clerk Wages (February)	£ 133.97 Chq No. 894
South Croxton VH (Small Grant)	£ 1600.00 Chq No. 895
LRALC Audit	£ 170.00 Chq No. 896
RCC (Play a Part Project)	£ 4080.00 Chq No. 897
Total Value	£ 6303.17

The Bank Balances presented were checked against bank statements by Cllr Goodger. Further work was carried out after publication of the above figures in the agenda to include the payments for the Parish Council spend on the Play a Part project amounting to £564.94. Details of these figures and the total spend of Parish Council on the project are included at the end of these minutes and as a page in the Cash Book. The meeting also unanimously agreed that any balance remaining in the CCF fund at the financial year end should be zeroed with the residue being transferred to the reserve account.

All cheques presented were approved by the meeting and signed by 2 Councillors.

The revised layout of the Cash Book has now been brought up to date with the spend at this meeting and the projected spend to the end of the financial year. Details are added at the end of these minutes.

10. Play a Part Project update

A meeting is to be arranged for 14th March 2020 at 1030 in the Village Hall to determine further action. The steering group and Borough and County Councillors will be invited to attend this important stage of the project.

11. Parish Council Grant Applications

No further applications for grants from the Parish Council have been received and as stated above in item 9 the fund will be zeroed for the 19/20 period.

Confirmed:

Chairman

Date:

12. Clerks Report

The Defibrillator is now working and notification has been received from EMAS (East Midlands Ambulance Service) that the device is live with them.

The process of obtaining spares has been expensive, cumbersome, and time consuming. However, with the support of the Community Heartbeat team, we are now better informed as to the support and servicing of the AED.

Parish Council will program battery and pad costs into the Precept for relevant years and information will be updated in the Defib file.

An assessment of the telephone kiosk condition, in which the defibrillator is housed, calls for repairs and refurbishment for which quotations are being sought.

13. Notice Boards

Further delay in this matter is anticipated as quotations are being sought from local suppliers.

14. Drains – Update

Concerning the Queniborough Brook some progress has been made with a thorough assessment having been carried out. Difficulty in arranging further meetings has been experienced but it is hoped clarification will be available shortly.

The drain at the lower end of the bottom of the Queniborough Road/Beeby Road has surface water issues. Clerk to monitor and liaise with Highways.

The report that trees had been felled in field no. 0086 on Kings Lane raised with the land owner has not been responded to. This item is to be considered at the next meeting.

The Clerk was asked to report a road erosion located at the first bend after leaving South Croxton.

15. Correspondence Received

None during the last month.

16. Opportunity for Members of the Public to speak

No members of the public present at the meeting.

17. Items for inclusion in future Agenda

Notice Board, Brook, Drains, Finance – end of year, CCF Update, Review of small grants.

18. Date of Next Meeting

Monday 6th April 2020

The meeting ended at 1945 hrs.

Confirmed:	Chairman	Date:
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Play a Part – record of costs by PC toward project

Village Hall Rent (Not Paid)

Use of VH for meetings/displays

DATES OF MEETINGS/USE OF VILLAGE HALL FOR PAPSG

15.04.2019	Inaugural meeting	VH	2 hours		
01.06.2019	Open Day	VH	2 hours (1030-1230)		
27.09.2019	1 st Meeting of PAPSG	VH	2 hours (1000-1200)		
18.10.2019	2 nd Meeting of PAPSG	---	Nil		
09.12.2019	3 rd Meeting of PAPSG	VH	1 hour (1900- 2000)		
14.12.2109	Drop in Village Hall	VH	2 hours (1030-1230)		
17.01.2020	Ad Hoc Meeting	----	Nil		
Total Village Hall hours used			9 hours @ £35.00	£315.00	Chq 898
Clerks additional hours (Not Paid)					
Contacting suppliers for VH display materials			2 hours		
Attendance at meetings etc			10 hours		
Total Hours			12	£133.52	Chq 902(Part)
Income tax paid on earnings				£ 34.00	Chq 901(Part)
Mileage to facilitate production of photos			20 miles @ 0.50/m	£ 10.00	Chq 900
Photo copying, other admin costs (Paid)					
As accounts – change allocation in cash book			Printing and Photo	£ 27.93	Chq 853
Ink cartridge				£ 44.49	Chq 881
Total				£564.94	

Confirmed:

Chairman

Date:

REVISED LAYOUT OF ACCOUNTS to end of March 2020

CATEGORIES	PRECEPT/INCOME	SPEND TO DATE	ESTIMATE SPEND TO YR END
PAYROLL SERVICE	228	216	54
OFFICE EXPENSES	350	296.4	11.52
CAPITAL EXPENDITURE	0	0	0
WEBSITE	300	372	0
CLERKS SALARY	1600	1601.16	133.89
INSURANCE	360	331.39	0
PLAYING FIELD INSP/MAINT	350	103.2	0
PLAYING FIELD MOW/STRIM	1200	1000	0
SUBSCRIPTIONS	250	239.13	0
STREET LIGHTING	1500	941.92	0
VH RENT	550	550	0
CCF	2615	2249.67	0
AUDIT FEES	250	170	0
HMRC	403	400.2	67
TRAINING BUDGET	200	0	0
RESERVE A/C	500	500	0
DEV A/C	945	945	0
ELECTION RESERVE	150	62.01	0
RCC PROJECT	3400	3400	0
PAP WORKS	550	397.42	133.89
TOTALS			
BUDGETED SPEND PLUS PAP	15701	13775.5	400.3
NON BUDGET SPEND *	0	7784.34	0
BALANCE YR END 2018/2019	8016.49	0	0
RECEIPTS 2019/20 inc vat claim	2868.88	0	0
TOTAL	26586.37	21559.84	400.3

NOTES

* SOLR RESERVE	1800	
ST LT MODS	3132.89	
UNBUDGETED TRANSFER	2851.45	
	7784.34	
** PLAY A PART GRANT	3950	
VAT	1756.91	
O/STDG VAT CLAIM	1098.36	inc in receipts above
	6805.27	

Confirmed:	Chairman	Date:
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TOTAL YR END	OVER/UNDER SPEND
270	42
307.92	-42.08
0	0
372	72
1735.05	135.05
331.39	-28.61
103.2	-246.8
1000	-200
239.13	-10.87
941.92	-558.08
550	0
2249.67	-365.33
170	-80
467.2	64.2
0	-200
500	0
945	0
62.01	-87.99
3400	0
531.31	-18.69
14175.8	-1525.2
7784.34	7784.34
0	-8016.49
0	-2868.88
21960.14	-4626.23

2868.88 INCLUDES VAT 1098.36 + INTEREST ON DEP
A/CCT OF 13.61 + previous vat claim of 1756.91

Confirmed:

Chairman

Date: