

Meeting minutes of the FULL COUNCIL of GARTHORPE & FOCKERBY PARISH COUNCIL, held in the village hall on Friday 16th December 2022 commencing at 6.45pm

Present: Councillors B Woolhouse (Chair), J Knowles, J Preston, and P Woolhouse

In Attendance: Jackie Walker - Parish Clerk
3 members of the public

65/2223 Apologies: W Bradwell and D Martinson

66/2223 Declarations of Interest in accordance with the Parish Council's (Model Code of Conduct) Order 2011.
a) Councillor J Knowles declared a prejudicial interest in item 71/2223 (b) Planning Application PA/2022/2040
b) Councillor B Woolhouse – Cheque payment

67/2223 Public Forum
a) Mr & Mrs D Graham presented a donation of £105 from the Victoriana Café towards the mower fund. Grateful thanks were expressed.
b) Mr C Snelgrove addressed the meeting with regard to website security and explained the potential need for an encryption certificate.

68/2223 Minutes of the Previous Meeting
The minutes of the Full Parish Council meeting held on 21st October 2022 had been circulated to all members prior to the meeting.
Resolved: to approve the minutes to be signed by the Chairman

69/2223 Matters Arising
a) **Cemetery**
i. Burial/Deposit of Ashes – no further action to date
b) **Playing Field.**
i. Mower Funding Update – The Clerk reported that the Community Grant from NLC has been granted for £2000. The mower has been ordered and is expected to arrive in January. It was agreed that Councillors Julie Reed and John Briggs together with an SSE representative be invited to attend the delivery of the mower.
ii Playing Field Padlock/Keys – Purchased and agreed that keys be issued and recorded for security. Chair and Clerk to hold spares
iii Container – correspondence received from Village Hall to confirm insurance arrangements. Ongoing enquiries being made for prices etc. It was suggested that the Church may require storage in the other container.
c) **Secure Storage of Parish Council Documents** – Two document boxes had been obtained by the clerk for approval. These were approved.
d) **Bus Stop Waste Bin** – Councillors B Woolhouse and P Woolhouse met the NLC officer on site and approval has now been given to site a new bin.

70/2223 Clerk Update – Highways issues resolved except West End pot holes which require further information regarding the exact location. Cllr. B Woolhouse to identify.

- 71/2223 Planning**
- a) To receive planning applications from NLC and resolve a response.
- i. PA/2022/2178 Martinson, The Wells, West End – Single storey rear and side extension. **Resolved** – No objections
 - ii. PA/2022/2040 Knowles, Poplar Cottage, Shore Road – erect single storey side extension to existing for a dependent person annexe. Councillor J Knowles left the room prior to discussion of this application. **Resolved** – No Objections.
- b) To receive decisions by NLC
PA2022/1046 Dyer, Garthorpe Hall, West End, - listed building consent to replace softwood sash windows with hardwood sash windows **APPROVED**
- 72/2223 Finance**
- a) **Income – to note receipt of income**
- | | |
|--|--------|
| Victoriana Café – donation to mower fund | 105.00 |
|--|--------|
- b) **Payments – to review and approve:**
- | | |
|--|--------------|
| i Mrs J Walker – Clerk salary and WFH allowance | confidential |
| ii Mrs J Walker – fireproof boxes, stationery | 82.54 |
| iii B Woolhouse – reimburse Christmas Tree & padlock | 135.99 |
- Retrospective approval for the purchase of the Christmas tree was given.
Also noted that in future years an SSE grant is available for this.
- | | |
|---|--------|
| iv Play Inspection Co – play equipment inspection | 210.00 |
|---|--------|
- c) **NALC Clerk Salary Increase** – Clerk advised that the new salary scale applicable from April 2022 equates to £1 per hour increase. The back pay from 1st August was approved. It was also noted that the previous Clerk is entitled to claim back pay from 1st April and it was agreed to contact Mrs Ingleton to advise.
- d) **Budget Review** – A detailed summary of income and expenditure for the year to date was circulated to all councillors prior to the meeting. *See Appendix 1 to the Minutes.* This was discussed and approved to be the basis for the annual Precept.
- e) **2023/4 Precept** *see Appendix 2 to the minutes.* **Resolved** to request a Precept of £9000.
- 73/2223 General Items of Business**
- a) **Social Media** – Cllr B Woolhouse advised that development of a Facebook page is in progress – to be reviewed at the next meeting.
- b) **Printer Ink** – The Clerk advised that she had purchased a new printer and requested that a contract for ‘Instant Ink’ at £2.99 per month, with effect from May 2023, be agreed. **Resolved** that this is a cost effective method and approved.
- c) **ERNLLCA Training** – End of Year Accounting & AGAR – cost £5 + VAT. **Resolved** that the Clerk attend.
- d) **Website Security** – Following a query regarding website security, correspondence Received from Kyanite Consulting and the explanation given by Mr Snelgrove **Resolved** that an Encryption Certificate be applied at a cost of £60 + VAT

- e) **Cemetery Charges Review** - refer to next meeting.
- f) **Village In Bloom** – It was clarified that FOGAF be asked to take on the Village in Bloom for 2023. It was also noted that Mr J Smith had forwarded the £60 vouchers won in the previous competition for the purchase of plants

74/2223 Correspondence for Discussion/Decision

- a) NLC Grass Cutting Contract – New 3 year contract to be applied from 2023. **Resolved** To contact 3 contractors for tenders to be opened at the February meeting. Pete Lindley and HCM Contractors suggested. It was noted that Marshfield Enterprises have not responded to communications to indicate their willingness to continue.
- b) LIVES – request for donation – it was noted that a donation has already been made in this financial year. Refer to future meeting
- c) Isle of Axholme Celebrations Week – it was agreed to refer this to FOGAF to consider.

75/2223 Correspondence for Information

- a) NLC – 2023 Electoral Register
- b) J McCaughey – request for information re. metal detecting on Cow Lane Adlingfleet.

76/2223 Village Issues

- a) Dog Fouling – Margrave Lane. **Resolved** to contact the complainant and refer him to the NLC Guidelines for reporting
- b) Grit Bins – Query regarding the provision of additional bins. It was noted that only 3 per village can be provided. **Resolved** to put information in village newsletter.

77/2223 Items for Inclusion on Next Agenda

- a) Village Survey
- b) Grass Cutting Tenders 2023/4
- c) Play Equipment Inspection Report

64/2223 Date Time & Venue of Next Meeting.

The next full Parish Council meeting was confirmed as Friday 17th February 2023 at 6.45pm.
All meetings to held in the Village Hall, Garthorpe, subject to any changes in circumstances including changes to Government legislation and any public health restrictions.

This concluded the business of the meeting. Meeting closed at 8.30pm

GARTHORPE & FOCKERBY PARISH COUNCIL

2023/24 BUDGET

Appendix 1

INCOME

NLC Precept	9000
SSE Micro Grant	1200
NLC Grass Cutting	5800
Cemetery	100
VAT Reclaim 2022/3	4850

20950

EXPENDITURE

Administration	1500
Wages	2500
Cemetery	1000
Loans	1760
Micro Grants	1200
Website/Computer	200
Playing Fields	2500
Grass Cutting	5800
Donations/Section 137	600
Council Elections provision	500

17560

Estimated Reserves 1.4.23 3745

Income Surplus 2023/4 3390

Reserves c/f 2024 7135

GARTHORPE & FOCKERBY PARISH COUNCIL

2023/24 BUDGET

Appendix 2

INCOME		EXPENDITURE	
NLC Precept	9000	Administration	1500
SSE Micro Grant	1200	Wages	2500
NLC Grass Cutting	5800	Cemetery	1000
Cemetery	100	Loans	1760
VAT Reclaim 2022/3	4850	Micro Grants	1200
		Website/Computer	200
		Playing Fields	2500
		Grass Cutting	5800
		Donations/Section 137	600
		Council Elections provision	500
	<u>20950</u>		<u>17560</u>

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