

Minutes of the Ordinary Meeting of Guilsborough Parish Council

held in Guilsborough Village Hall, The Green, Guilsborough, NN6 8PT

Monday, 3 April 2023 at 7.00 pm

Present: Cllr A Hart (Chairman), Cllr D O'Neil, Cllr I Miller, Cllr G Metcalfe, Cllr L Phillips, Mrs C Holifield (Parish Clerk) and Unitary Cllr C Morton.

059.2023 Public Forum

There were no members of the public present

060.2023 Resolution to accept apologies for absence

Apologies were received and accepted from Cllr S Harris and Cllr S Caldwell

061.2023 Declarations of interest for items on the agenda

None

062.2023 Resolution to consider written requests for dispensations on agenda items

None received

063.2023 Resolution to sign and approve the minutes from the previous meeting held on 6 March 2023

The minutes of the meeting held on 6 March 2023 were circulated prior to the meeting. The Chairman asked if there were any amendments required from those Councillors who had been present at the meeting. It was then resolved to approve the minutes which the Chairman of the meeting then signed.

064.2023 Matters arising (for information only)

064.2023/1 Update on Anglian Water works on lead pipes and road closures on Nortoft.

Cllr O'Neil stated that Anglian Water had identified 4 properties that required replacement pipes but it was thought that there may be more and that the option to have water tested should be given to everyone in the area. As this was an issue for individual householders to settle no further action to be taken by the Council.



064.2023/2 Update on parking problems in Pells Close

The Clerk stated that the Housing Officer was prepared to meet with representatives from the Council to discuss the problems but as this would be in normal working hours, it was agreed that Cllr Phillips would forward photos of the damage being done to the grass verges for her to send on to the Housing Association for action.

065.2023 Village and Other Matters

065.2023/1 Approval of fixed asset schedule for 2022-23

It was resolved to approve the revised schedule removing the picnic bench and adding the replacement bins and the Village Green at a nominal value of £1 (previously circulated to Councillors).

065.2023/2 Consideration as to whether appropriate to add the War Memorial to the Fixed Asset schedule and, if so, whether the Council wish to have valued for insurance purposes

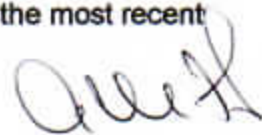
It was resolved to add the War Memorial in the new cemetery to the Fixed Asset Schedule at a nominal value of £1 but that due to the isolated location was not worth insuring other than for public liability which was already in place.

065.2023/3 Consideration and approval of professional valuation of the Cob Barn and garages to check that current insurance valuation for reinstatement is correct

It was resolved to undertake a professional valuation of the Listed Buildings on the Village Green by Cardinas (professional surveyors/valuers) as recommended by the current insurance brokers at a cost of £950 plus VAT.

065.2023/4 Consideration of email from WNC Affordable Housing Officer re Rural Exception Site for a small Affordable Housing development in Guilsborough

After consideration, it was resolved that the Council would reply stating that, at this time, there was no identified need for 10 affordable housing in the Neighbourhood Plan and that this would not be the right solution for the Housing Needs highlighted in the most recent Housing Survey.

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065.2023/5 Consideration of request from Church to pay the £500 insurance excess in respect of the repair to the damaged Cemetery Wall

It was resolved that the Council would make payment in the amount of £500 from the existing balance of the Cemetery legacy fund. Clerk to liaise with the Church.

065.2023/6 Approval of payment of £35 to Information Commissioner in respect of the annual Data Protection Fee

It was resolved to continue with the annual Data Protection provided by the Information Commissioner. Direct Debit of £35 will be taken in May.

066.2023 Planning

066.2023/1 New applications

None

066.2023/2 Completions

None

066.2023/3 Planning Other (not in our Parish)

Consideration was given to an outline application (WND/2023/1048) for land to the south west of A14 junction at Cold Ashby. It was agreed that the following observations would be sent: *Concerns raised on the impact on local road network; strategic problems when A14 not available due to closures, etc; far better to build on existing hubs.*

067.2023 Finance

067.2023/1 Receipts

The Clerk reported that £3,000 had been received in respect of the grant from the Police, Fire and Crime Commissioner and also £69.42 bank interest

067.2023/2 Payments

It was resolved to approve and sign off the following payments.

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Details	Invoice Number	Amount (£) including VAT where applicable	Payment Method
Clerk's April salary (to be adjusted in May)	n/a	500.00	Online
Clerk's Office expenses	n/a	25.00	Online
E-on – Street Light Maintenance (Jan to March 23)	117312	174.90	Online
Mark Hazle – Mowing (1 cut)	1440	300.00	Online
Mowerman – Filling of grit bin in Pells Close	2651	162.50	Online
MMM Group – Donation for Warm Space initiative	n/a	166.00	Online
Village Link – Advertising (April to July 23)	n/a	70.00	Online
Information Commissioner – Data Protection fee	n/a	35.00	DD
HSBC – Bank Charges (March 23)	n/a	5.00	DD
Npower – Street Light Electricity (Feb 23)^	6458564	263.84	DD

**Npower direct debit taken at end of March*

067.2023/3 Bank reconciliation for year ended 31 March 2023

The Clerk had circulated the bank reconciliation for the year ended 31 March 2023 showing a balance at bank of £32,502.96 which was signed by the Chairman.

067.2023/4 Update on Internal Finance Checks

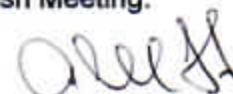
The Chairman stated that Cllr Harris had emailed all Councillors to inform them that all checks carried out on the financial records were in order.

067.2023/5 Update on HSBC bank mandate to remove Mrs Fulcher and to add Cllr Miller and Cllr Phillips as signatories

The Clerk stated that she had been misinformed by HSBC Customer Services as to the correct mandate form to complete and had now been emailed a revised version specific to Councils. Mandate duly signed again by all relevant Councillors.

068.2023 Playground Report and Update on Fund Raising Group

The Chairman provided the Clerk with his inspection reports and stated that there were no new problems. The Fund Raising Group would update at the Annual Parish Meeting.



069.2023 Highways

Cllr Phillips stated that she had chased all the outstanding Fix My Street reports but it seemed that, unfortunately, little was being done. She reported that all grit bins had now been filled in the village.

070.2023 Street Lights

The Clerk stated that she had received no new reports since the last meeting.

071.2023 Parish Assets Inspection Report

Cllr Miller stated he had nothing to report.

072.2023 Village Trees

Cllr Metcalfe stated that Maurice Fitch had carried out the works to the large trees and would deal with the ornamental trees when in full leaf. He would invoice the Council when all works complete.

073.2023 Footpath Warden Report

Cllr Metcalfe stated that he had nothing to report. Cllr Miller asked if the Clerk could chase up with the contractor re the village weed killing.

074.2023 Items for Village Link

The Chairman stated that he would include the Councillor vacancies again and also an update on the Village Litter pick in the next edition.

075.2023 Correspondence received

- Email from WNC Affordable Housing Officer re small affordable housing development in Guilsborough (see agenda item 065.2023/4 above)
- Notice from NCALC re WNC Planning Department changes (circulated to Councillors)

076.2023 Items for next meeting – Monday, 15 May 2023 at 7.15 pm (Annual Meeting)

Meeting closed at 7.55 pm

*Alle Hk
15th May '23*