

Minutes of the Ordinary Meeting of Guilsborough Parish Council held in Guilsborough Village Hall

Monday, 11 November 2023 at 7.15 pm

Present: Cllr A Hart (Chairman), Cllr D O'Neil, Cllr S Harris, Cllr S Caldwell, Cllr G Metcalfe and Mrs C Holifield (Parish Clerk)

178.2023 Public Forum

No members of the public present

179.2023 Resolution to accept apologies for absence

Apologies were received and accepted from Cllr Miller, Cllr Phillips and Unitary Cllr Morton.

180.2023 Declarations of interest for items on the agenda

None

181.2023 Resolution to consider written requests for dispensations on agenda items

None received

182.2023 Resolution to sign and approve the minutes from the previous meeting held on 9 October 2023

The minutes were circulated prior to the meeting. The Chairman asked if there were any amendments required. It was then resolved to approve the minutes which the Chairman then signed.

183.2023 Matters arising (for information only)

183.2023/1 Update on clearance of the bank on the High Street

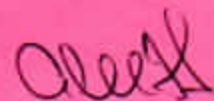
The Chairman stated that the bank on the High Street leading to Church Hill had now been cleared of overgrown vegetation by Thompson Groundcare on a free of charge basis. The Council thanked Mr Thompson for his efforts. Clerk to send letter.

183.2023/2 Update on meeting with Highways Community Liaison Officer in respect of footpath on Cold Ashby Road and request for 30mph speed limit to be moved

The Chairman stated that he and Cllr Phillips had met with the Highways CLO on site. They were informed that the footpath that was no longer visible due to mud and vegetation covering it would not be reinstated. With regard to the rejection of the request to move the 30mph speed limit restriction on the Cold Ashby Rd, the Highways CLO advised that based on his site visit, he felt the Council should appeal the decision.

183.2023/3 Update on Cob Barn – installation of fire extinguisher and weekly checks

The Chairman stated that a fire extinguisher had been purchased and installed inside the Cob Barn in accordance with the insurers requirements. Weekly security checks would be instigated by Cllr Miller and notified to the Clerk. An annual check would be carried out on the fire extinguisher.



184.2023 Village and Other Matters

164.2023/1 Approval of new Parish Council website and use of dedicated mailbox addresses for Councillors

The Chairman stated that the new website for the Parish Council was live and Councillors were invited to give their input as to what should be included. Photographs of all Councillors and the Clerk to be taken at the next meeting and uploaded to the website. Cllr Caldwell agreed that he would assist the Chairman in uploading documents

New Council dedicated email addresses had been forwarded to all Councillors and the Clerk and these should be used with effect from 14 November 2023. Any problems to be resolved by Chairman or Cllr Caldwell.

Council's new email address for all enquiries going forward from meeting

Clerk@guiltsborough-pc.gov.uk

184.2023/2 Consideration and approval of donation of up to £150 for Village Xmas Tree

The Clerk stated that she had had a request from Mrs Fulcher for an amount to be donated for the purchase of a Xmas Tree for the village green. It was resolved to donate an amount of up to £150 for the purchase of the tree and a further £50 could be made available for the purchase of additional decorations/lights.

184.2023/3 Consideration and approval of risk assessment of Parish Assets

Cllr Miller had forwarded his risk assessment in respect of the Parish assets. It was resolved that the Clerk would obtain an estimate from Russell Fox regarding potential cost of re-thatching the Cob Barn. Other matters could wait until budget for 2024-5 was discussed and Cllr Miller present.

184.2023/4 Consideration of items to be included in the budget calculation for 2024-25

Apart from the Cob Barn thatch (see item above), it was agreed that £500 should be budgeted for the DD celebrations. The website fees would need to be increased to take account of the new website and dedicated email addresses. It was unclear whether an amount would be needed for the annual bus subsidy. Further information awaited.

184.2023/5 Consideration and approval of Parish Council meeting dates for 2024

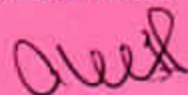
It was resolved to hold Parish Council meetings on the following dates all to start at 7.15 pm

8 January, 12 February, 11 March, 8 April, 13 May (Annual Meeting), 10 June, 8 July, 9 September, 7 October, 11 November and 9 December.

Clerk to make room bookings with Village Hall

184.2023/6 Approval of increase in Clerk's hourly pay rate (from £15.67 to £16.67) in line with Local Government Pay Agreement for 2023/4 to be backdated to 1 April 2023

It was resolved that, in accordance with the terms of the Clerk's contract of employment, that her hourly pay rate should increase by £1 per hour in line with the Local Government Pay Agreement for 2023-24 and be backdated to 1 April 2023.



185.2023 Planning

185.2023/1 New Applications

2023/7210/FULL – Home Close, West Haddon Road, Guilsborough

Change of use from dwelling house (C3) to residential institution C2)

The Council considered the application but in view of insufficient information on which to base any meaningful observations it was felt that a holding objection was appropriate. Clerk to liaise with Planning Officer to try to get more details.

185.2023/2 Completions

None

186.2023 Finance

186.2023/1 Receipts

None

186.2023/2 Payments

It was resolved to approve the following payments:

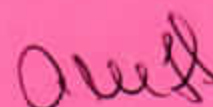
Details	Invoice No	Amount (£) Includes VAT where applicable*	Method of Payment
Clerk's November salary including back pay to 1 April 2023 in respect of pay agreement	n/a	833.28	Online
Clerk's Office expenses – November	n/a	25.00	Online
Guilsborough Village Hall – room hire	869	20.00	Online
Mark Hazle – Village mowing x 1	1723	300.00	Online
Maximow – Small Playing Field mowing x 2	264	109.40	Online
Cllr A Hart – reimbursement for fire extinguisher	136401	60.60*	Online
A P Beevor Landscapes – Annual Weed killing	098776	576.00*	Online
E-On – Street Light Repairs (31 and 41)	120789/120830	364.16*	Online
Parish Online – new website and email addresses	34UC033-0004	378.00*	Direct Debit
N Power – Street Light Electricity (Oct)	8907196	213.80*	Direct Debit
HSBC – bank charges for October	n/a	5.00	Direct Debit

186.2023/3 Bank reconciliation for period ended 31 October 2023

The bank reconciliation for the period ended 31 October 2023 showing a balance at bank of £43,460.30 was approved and signed by the Chairman.

186.2023/4 Presentation of Budget Update to 31 October 2023

The Clerk presented the latest budget update to the Council (having previously circulated the spreadsheet to Councillors for their consideration).



187.2023 Playground and Fund Raising Group Report

The Chairman provided the Clerk with his checklists and stated there was no change to the condition of the play equipment. It was reported that there was graffiti etched into the wood on the Youth Shelter and consideration was given as to whether to re-stain the wood or not. The Fund Raising Group would be meeting in December to finalise the terms of reference.

188.2023 Highways

In her absence, Cllr Philips had provided a written report. It was reported that all fallen signage had been reported to WNC and action awaited. The complaint from the parishioner about the fading white lines for the parking spaces outside Elm Tree House had been reported through FixmyStreet and action awaited.

Whilst the drains had been cleared on the Cold Ashby Road, subsequent heavy rain caused further flooding and Cllr Phillips had escalated the complaint.

189.2023 Street Lights

The Clerk reported that street lights number 31 and 41 had now been repaired/replaced. It was reported that street light number 8 on the High Street was flickering. Clerk to report.

190.2023 Parish Assets including Speed Awareness Devices

Nothing to report (see agenda item above re risk assessment)

191.2023 Tree Warden Report

Cllr Metcalfe stated he had nothing to report.

192.2023 Footpath Report

Cllr Metcalfe stated that signage for a couple of the footpaths was absent or broken. It was resolved that he would liaise with Cllr O'Neil about locations and a report would be lodged on FixMyStreet.

193.2023 Police Liaison Report

Cllr Harris stated that she had nothing to report.

194.2023 Schools and GPFA Liaison Report

Cllr Caldwell stated that he had been in contact with Mr Fraser of the Academy regarding the parking problems on the West Haddon Road but had been advised that the Academy had little jurisdiction in this matter and relied on parents to be careful.

With regard to the GPFA, Cllr Caldwell stated that he had attended a monthly meeting and the topic of donations from the Parish Council had been raised. Cllr Caldwell had informed the GPFA Committee that the Parish Council would be revisiting the suspended donation policy next September.

195.2023 Items for Village Link

It was agreed that the Council would record their thanks to Thompson Groundcare for clearing the vegetation on the High Street in the Village Link.



187.2023 Playground and Fund Raising Group Report

The Chairman provided the Clerk with his checklists and stated there was no change to the condition of the play equipment. It was reported that there was graffiti etched into the wood on the Youth Shelter and consideration was given as to whether to re-stain the wood or not. The Fund Raising Group would be meeting in December to finalise the terms of reference.

188.2023 Highways

In her absence, Cllr Philips had provided a written report. It was reported that all fallen signage had been reported to WNC and action awaited. The complaint from the parishioner about the fading white lines for the parking spaces outside Elm Tree House had been reported through FixmyStreet and action awaited.

Whilst the drains had been cleared on the Cold Ashby Road, subsequent heavy rain caused further flooding and Cllr Phillips had escalated the complaint.

189.2023 Street Lights

The Clerk reported that street lights number 31 and 41 had now been repaired/replaced. It was reported that street light number 8 on the High Street was flickering. Clerk to report.

190.2023 Parish Assets including Speed Awareness Devices

Nothing to report (see agenda item above re risk assessment)

191.2023 Tree Warden Report

Cllr Metcalfe stated he had nothing to report.

192.2023 Footpath Report

Cllr Metcalfe stated that signage for a couple of the footpaths was absent or broken. It was resolved that he would liaise with Cllr O'Neil about locations and a report would be lodged on FixMyStreet.

193.2023 Police Liaison Report

Cllr Harris stated that she had nothing to report.

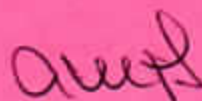
194.2023 Schools and GPFA Liaison Report

Cllr Caldwell stated that he had been in contact with Mr Fraser of the Academy regarding the parking problems on the West Haddon Road but had been advised that the Academy had little jurisdiction in this matter and relied on parents to be careful.

With regard to the GPFA, Cllr Caldwell stated that he had attended a monthly meeting and the topic of donations from the Parish Council had been raised. Cllr Caldwell had informed the GPFA Committee that the Parish Council would be revisiting the suspended donation policy next September.

195.2023 Items for Village Link

It was agreed that the Council would record their thanks to Thompson Groundcare for clearing the vegetation on the High Street in the Village Link.



196.2023 Correspondence received

- NCALC Training Newsletter (circulated to Councillors)
- Complaint from resident re faded white lines for parking bays outside Elm Tree House

197.2023 Items for next meeting – 11 December 2023 at 7.15 pm

- Consideration and approval of budget for 2024/5
- Consideration and approval of Precept for 2024/5
- Clerk's Annual Staff Appraisal
- Risk assessment for Speed Awareness Device

Meeting closed at 8.30 pm

all off 11th Dec '23