

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

**Monday, 9 December 2024**

Present: Cllr A Hart (Chairman), Cllr D O'Neil, Cllr S Harris, Cllr I Miller, Cllr S Caldwell, Cllr G Metcalfe, Cllr L Phillips, Cllr S Edwards, Mrs C Holifield (Parish Clerk), Unitary Cllr C Morton and one member of the public

**201.2024 Public Forum**

Unitary Cllr Morton stated he had nothing new to report. The member of the public introduced himself as Richard Auger and stated that he would be standing as a Conservative candidate in May 2025 elections for the Naseby Ward. He stated he was attending Parish Council meetings in the Ward as an observer to see what the issues were.

**202.2024 Resolution to accept apologies for absence**

None

**203.2024 Declarations of interest for items on the agenda**

None

**204.2024 Resolution to consider written requests for dispensations on agenda items**

None received

**205.2024 Resolution to sign and approve the minutes from the previous meeting held on 11 November 2024**

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 the Chairman then signed.

**206.2024 Retirement of Cllr Graham Metcalfe**

Cllr Metcalfe had previously announced his intention to retire as a Councillor at the end of the December meeting after over 10 years serving the Council. The Chairman thanked him on behalf of the Council for his input during that period which had been greatly appreciated. As a token of appreciation, Councillors and the Clerk personally presented him with a retirement gift.

**207.2024 Matters arising (for information only)**

**207.2024/1 Community Donations Policy**

Cllr O'Neil asked when the new policy would come into effect as he would like the Council to consider the Village Hall's request for a donation towards a significant upgrade to the staging and lights. After discussion, it was agreed that the policy would commence on 1 January 2025. Clerk to finalise wording with Cllr Caldwell and publish on website.



## **208.2024 Village and Other Matters**

### **208.2024/1 To consider repair of Coeval speed awareness device outside the Academy at a cost of £535 (exc VAT)**

The Chairman stated that whilst he had attempted to contact the representative from Coeval since the last meeting by phone and email he had not yet heard back from him and it was resolved to take the matter forward to the January meeting.

### **208.2024/2 To consider and approve quotation for repairs to guttering and slate roof to Cob Barn/Storage Lock-ups**

Cllr Miller stated he had not had time since the last meeting to obtain quotations and asked that the matter be taken forward to later in the Spring when the weather would be more conducive to carrying out the works.

### **208.2024/3 To consider quotation for clearing moss on the pathways in the Small Playground**

It was resolved to accept the quotation received from A Beevor to clear the moss on the pathways using moss killer and then scraping off the dead moss at a cost of £220 (excluding VAT).

### **208.2024/4 Update on closure of The Ward Arms/Witch and Sow**

The Chairman stated that he had advertised the anticipated closure of the The Ward Arms/Witch and Sow on the Village Hub.. He stated that a small number of residents had expressed concern about the loss of this amenity. It was agreed that a public meeting was not appropriate at this time as it was a commercial enterprise. However, the Council has identified this establishment as an amenity for the village and it would be more appropriate to resist any applications for change of use should they be submitted to WNC to prevent the building being sold for other development at a later stage. Cllr O'Neil to take this forward.

### **208.2024/5 To consider the acceptance of Compass Energy monies in the amount of £913.30**

It was resolved that the Clerk should provide the necessary invoice to Compass Energy in order to receive the amount of £913.30. As before, monies received would not be ringfenced and to be used for the general benefit of the Parish (such as purchase of Xmas tree).

### **208.2024/6 To consider and approve budget for 2025-26**

Cllr Caldwell had circulated a draft budget just prior to the meeting but as Councillors had not had sufficient time to look at it, it was agreed that the matter be taken forward to the January meeting with Cllr Caldwell providing an updated version of the budget after consultation with the Clerk prior to the next meeting.

### **208.2024/7 To consider and approve Precept amount for 2025-26**

It was resolved to take this matter forward to the January meeting.



**208.2024/8 To approve Parish Council meeting dates for 2025**

It was resolved that the Parish Council meeting dates for 2025 would be as follows:

6 January, 10 February, 10 March, 7 April, 12 May, 9 June, 7 July, 8 September, 6 October, 10 November and 8 December

Clerk to liaise with Village Hall re availability of room.

**208.2024/9 Arrangements for Clerk's Annual Staff Appraisal**

Cllrs Caldwell and Harris agreed to meet the Clerk in the Village Hall at 6.45 pm prior to the January meeting taking place to carry out her annual staff appraisal.

**209.2024 Planning**

**209.2024/1 New Applications**

**2024/5091/Full – 2 The Poplars, Guilsborough, NN6 8PS**

Installation of an Air Source Heat Pump

*The Council had no observations to make*

**209.2024/2 Completions**

None

**210.2024 Finance**

**210.2024/1 Receipts**

None

**210.2024/2 Payments**

It was resolved to approve the following payments:

Details	Invoice No	Amount (£) Includes VAT where applicable*	Method of Payment
Mrs C Holifield – Clerk's salary December	n/a	608.76	Online
Clerk's Office expenses – December	n/a	25.00	Online
Guilsborough Village Hall – room hire	1045	20.00	Online
Village Link – Advertising	n/a	70.00	Online
A P Beevor Landscapes – Annual Weedkilling	99564	768.00*	Online
E-on Street Light Maintenance	127071	255.00*	Online
E-on Street Light Replacements (Numbers 2,3,4,5,6,7,42,49,50,52)	127155	3,480.00*	Online
Wicksteed Leisure – Playground inspection	827000	158.40*	Online
Playdale Playgrounds – Swing Bolts	58101	94.82*	Online
YU Energy – Street Light Electricity (Oct)	tbc	17.56*	Direct Debit
YU Energy – Street Light Electricity (Oct)	tbc	297.83*	Direct Debit
YU Energy – Street Light Electricity (Oct)	tbc	23.36*	Direct Debit
HSBC – monthly bank charges	n/a	5.00	Direct Debit

*AKH*

### **210.2024/3 Bank reconciliation for period ended 30 November 2024**

The bank reconciliation for the period ended 30 November 2024, showing a balance at bank of £49,934.77 was approved and signed by the Chairman.

### **211.2024 Playground Report including update on recent Playground Inspection**

The Chairman reported that he had fitted the swing bolts as required in the playground inspection. He stated that one of the grant applications had now been submitted that the second one was almost ready for submission.

### **212.2024 Highways**

Cllr Phillips stated that she had reported the collapsed drain on the Cold Ashby Road. She advised that parishioners should keep reporting potholes through Street Doctor. She stated that she was still working on the appeal application to move the 30mph speed restriction sign on the Cold Ashby Road.

### **213.2024 Street Lights**

The Clerk reported that E-on had now fixed street light number 8 in the High Street and that a credit note for the previous invoice was being raised so no charge was payable for this repair.

The Clerk reported that E-on had upgraded 10 street lights to LED lanterns (Church Mount and Pells Close area). Chairman to check all working and report back to Clerk before payment issued.

### **214.2024 Parish Assets including Speed Awareness Devices**

Cllr Miller stated the Council would need to order a new battery for the defibrillator as it was near it's expiry date. To be taken forward to the January meeting.

### **215.2024 Tree Warden Report**

Cllr Metcalfe stated that although he was retiring he would still write to thank the Sakura Trust for the donation of the flowering cherry trees. He also stated that he would like to continue to organise the annual Village Litterpick for which the Council thanked him.

### **216.2024 Footpath Report**

Cllr Metcalfe stated he had nothing new to report.

### **217.2024 Police Liaison Report**

Cllr Harris stated she had nothing to report.

### **218.2024 Schools and GPFA Liaison Report.**

It was noted that a meeting of the GPFA was due to take place on 12 December 2024 to discuss the future of the association due to the imminent retirement of Graham Byars as Secretary and Treasurer as no replacement volunteers had come forward to take over the roles which included applying for financial grants on which the association relied.



**219.2024 Items for Village Link**

Precept when agreed and Parish Councillor vacancies

**220.2024 Correspondence received**

- NCALC Update – November/December 2024 edition – circulated to Councillors

**221.2024 Items for next meeting – 6 January 2025 at 7.15 pm**

- Roles and responsibilities of Councillors (following retirement of Cllr Metcalfe)
- Update on Coeval Speed Awareness device
- Clerk's Staff Appraisal Review
- Consideration and approval of budget
- Consideration and approval of precept
- To set date for Annual Parish Event
- New battery for defibrillator
- Update to Financial Regulations

Meeting closed at 8.30 pm

*all ok*      *6th January '25*