

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

**Monday, 8 January 2024 at 7.15 pm**

Present: Cllr A Hart (Chairman), Cllr D O'Neil, Cllr S Caldwell, Cllr G Metcalfe, Cllr I Miller, Cllr S Harris, Mrs C Holfield (Parish Clerk), Unitary Cllr C Morton and PC Tyers

**001.2024 Public Forum**

The Chairman invited PC Tyers to speak. PC Tyers introduced himself as one of two Police Officers responsible for the Guilsborough district (the other being PC Rock) and he then provided information about local issues including a break-in at Cotton Lodge Farm and a brawl at the Witch and Sow public house neither of which were considered to be serious or part of a long-term issue. He stated that the Beat Bus was very successful and provided the Police with intelligence. He stated that if available either he or PC Rock would attend the February meeting.

*PC Tyers left the meeting at this point*

Unitary Cllr Morton stated that he had nothing new to report.

**002.2024 Resolution to accept apologies for absence**

Apologies were received and accepted from Cllr Philips

**003.2024 Declarations of interest for items on the agenda**

None

**004.2024 Resolution to consider written requests for dispensations on agenda items**

None received

**005.2024 Resolution to sign and approve the minutes from the previous meeting held on 11 December 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.

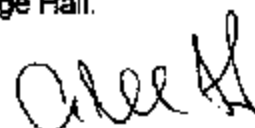
**006.2024 Matters arising (for information only)**

**006.2024/1 Community Governance Review update**

The Chairman stated that he had attended the Zoom session but had nothing of interest to report. He stated that he would forward the accompanying slides to anyone who had an interest in the review.

**006.2024/2 Public Event in place of Annual Parish Meeting**

Cllr O'Neil stated that the date of Saturday, 22 June 2024 had been chosen to hold the event in the Village Hall and that all local organisations and businesses (operating within the Parish) should be invited to attend. Clerk to check if WNC would want to be present. Cllr Harris to check if the Police would wish to attend. Cllr O'Neil to book Village Hall.



## **007.2024 Village and Other Matters**

### **007.2024/1 Consideration and approval of selected street light upgrades to LED (information previously provided to Councillors).**

Having considered the information provided by the Clerk, it was resolved to upgrade 12 (in number) street lights to LED lanterns (warm white). Those selected were numbers, 19 and 20 on the West Haddon Road, 30, 32, 33, 34, 35 and 36 on the Cold Ashby Road and Pells Close area, 38 and 41 on Noroft, 43 on the Coton Road and 51 on the High Street. This would cost the Council £3,240 exc VAT and would utilise the remainder of the budget for street light upgrade/repairs in the current financial year.

### **007.2024/2 Signing of Updated Documents relating to Clerk's Annual Staff Appraisal Review**

Cllr Harris produced a completed hard copy of the annual appraisal form and an addendum to the Clerk's existing contract which were signed by the Clerk.

### **007.2024/3 Consideration and approval of Risk Assessment for the Speed Awareness Devices**

Cllr Miller stated that he had been provided with a standard template which he had amended to suit Guilsborough's circumstances. Copy had been forwarded to Clerk and would be forwarded to all Councillors following the meeting.

### **007.2024/4 Consideration of WNC Welcoming Space Initiative and possible application for a grant**

In the absence of Cllr Phillips it was resolved to carry this item forward to the February meeting.

## **008.2024 Planning**

### **008.2024/1 New Applications**

None

### **008.2024/2 Completions**

#### **2023/7578/COND – First Floor, Seatons Village Store, High Street Guilsborough**

Condition 4 of PD/2019/0071 (Parking Bay Details). Application for approval of details submitted pursuant to Condition 4 of Planning Permission (PD/2019/0071). Prior approval for change of use of first floor from offices to 4 one bedroom flats.

*Planning permission approved by WNC*

## **009.2024 Finance**

### **009.2024/1 Receipts**

Donation from Compass Energy in the amount of £1,043.03



### 009.2024/2 Payments

It was resolved to approve the following payments:

Details	Invoice No	Amount (£) Includes VAT where applicable*	Method of Payment
Clerk's January salary	n/a	586.88	Online
Clerk's Office expenses -- January	n/a	25.00	Online
Guilsborough Village Hall -- room hire	898	20.00	Online
Lowther Farms -- Annual Rental Playground	n/a	500.00	Online
K Troop -- Village Xmas Tree	10392	150.00	Online
TWM Traffic -- Clips for Speed Awareness Device	642	63.00	Online
N Power -- Street Light Electricity (Dec)	9416496	288.13	Direct Debit
HSBC -- bank charges for December	n/a	5.00	Direct Debit

### 009.2024/3 Bank reconciliation for period ended 31 December 2023

The bank reconciliation for the period ended 31 December 2023 showing a balance at bank of £40,720.53 was approved and signed by the Chairman.

### 009.2024/4 Presentation of budget update to 31 December 2023

The Clerk had previously circulated the updated budget position to Councillors and there were no further questions

### 009.2024/5 Approval to vire £686 from Village Contingency Fund to Tree Maintenance Budget

It was resolved to vire £686 from the Village Contingency Fund to the Tree Maintenance budget to cover the shortfall following the work carried out during the 3 year inspection.

### 010.2024 Playground and Fund Raising Group Report

The Chairman stated there was no change to the condition of the playground equipment. He reported that, unfortunately, due to the few volunteers not having sufficient time it was possible that the fund raising group would cease to exist and the funds raised and donated would be returned to the Parish Council. Cllr O'Neil agreed to look into this before any final decision was made.

### 011.2024 Highways

In the absence of Cllr Phillips there was nothing to report.

### 012.2024 Street Lights

The Clerk stated that she had reported street light number 49 and street light number 18 to E-on as not working. It was stated that number 49 had already been attended to. The Chairman stated that he had heard of two other lights not working but would report back to the Clerk in due course when he had checked them out.



### **013.2024 Parish Assets including Speed Awareness Devices**

Cllr Miller stated that the speed awareness device was not working properly. Clerk had reported to TWM. In addition, it was found that when data had been downloaded from the device with the assistance of Cllr Caldwell, there was found to be a lot of old data on the device which had been recorded prior to the device being delivered to the Council. Clerk to investigate with TWM.

### **014.2024 Tree Warden Report**

Cllr Metcalfe stated he had nothing to report.

### **015.2024 Footpath Report**

Cllr Metcalfe stated that he had nothing to report.

### **016.2024 Police Liaison Report**

Cllr Harris stated that she had nothing further to report following the attendance of PC Tyers.

### **015.2024 Schools and GPFA Liaison Report**

Cllr Caldwell stated that the AGM of the GPFA was to be held shortly and he may attend. He stated that the Academy had recently had the results of the Ofsted inspection the report stating that the Academy required improvement. This result may be challenged.

### **016.2024 Items for Village Link**

The Chairman read out the report he had written for the Village Link regarding the budget and Precept for 2024/25. He would also include the date for the Public Market event on 22 June.

### **017.2024 Correspondence received**

- Invitation from NCALC to attend a S106/CIL briefing on 30 January 2024.

### **018.2024 Items for next meeting – 12 February 2024 at 7.15 pm**

- Update on Welcoming Space Initiative
- Update on Public Market Event
- Electricity supply contract

Meeting closed at 8.25 pm



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