

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

Monday, 9 September 2024

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

140.2024 Public Forum

There was one member of the public present who stated she just wished to observe the meeting.

141.2024 Resolution to accept apologies for absence

Apologies were received and accepted from Cllr D O'Neil

142.2024 Declarations of interest for items on the agenda

None

143.2024 Resolution to consider written requests for dispensations on agenda items

None received

144.2024 Resolution to sign and approve the minutes from the previous meeting held on 15 July 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.

145.2024 Matters arising (for information only)

145.2024/1 Change of October Parish Council Meeting Date

It was resolved, due to the lack of availability of Councillors during the early part of October, that the Council meeting date would be changed to Monday, 21 October to be held at the usual time of 7.15 pm.

146.2024 Village and Other Matters

146.2024/1 To consider Annual Insurance Premium Review and approval of payment of premium

The Clerk stated that the premium for the second year of the Council's long term insurance agreement had been received in the amount of £2,246.25. Consideration had been given to increase the insured value of the playground equipment but it was resolved to re-evaluate the overall value at the time that new equipment, if purchased, was installed. Resolved to make payment.

146.2024/2 To consider repair of Coeval speed awareness device outside the Academy

The Chairman stated that a quotation in the amount of £535 (exc VAT) had been received to look at the problem with the overactive flashing lights. He stated that he would like to speak personally with the Coeval representative before making any decision. Clerk to provide contact details.



146.2024/3 To consider renewal of annual membership of CPRE (Campaign for Protection of Rural England)

It was resolved to make the annual payment of £36 to continue the Council's membership of this organisation.

146.2024/4 To consider whether to re-instate a Community Donations policy and, if so, what form will it take

After discussion, it was resolved that it would be appropriate to re-instate a policy. It was further resolved the Chairman and Cllr Caldwell would draft a revised policy and bring this back to the October meeting for consideration.

146.2024/5 To consider using designated budget amount to upgrade further street lights to LED

Cllr Caldwell stated that the Council had set aside a budget of £3,500 to upgrade further street lights. After discussion, it was resolved to upgrade those that cost the minimum charge of £290 (exc VAT) so that as many as possible would be upgraded. These lights were numbers 2, 3, 4, 5, 6, 7, 37, 42, 49, 50 and 52 at a cost of £3,190 (exc VAT). It was resolved that the Clerk would get quotations for upgrading the remaining old style lanterns so that further upgrades could be considered when setting the budget for 2025-26.

146.2024/6 To consider any remedial/pointing work required on Cob Barn

Cllr Miller stated that he was waiting to meet with David Sleight the preferred listed buildings specialist to discuss the work required and obtain a quotation for the work.

147.2024 Planning

147.2024/1 New Applications

None

147.2024/2 Completions

None

148.2024 Finance

148.2024/1 Receipts

HMRC VAT refund for 2023-24 in the amount of £2,666.47

148.2024/2 Payments

It was resolved to approve the following payments:

Details	Invoice No	Amount (£) Includes VAT where applicable*	Method of Payment
Mrs C Holfield – Clerk's salary August	n/a	586.88	Online
Clerk's Office expenses – Aug/September	n/a	89.14*	Online
Mrs C Holfield – Clerk's salary September	n/a	586.88	Online
Guilsborough Village Hall – room hire	997	110.00	Online
Mark Hazle – Village Mowing – 4 cuts	1945/1962/1983/2002	1200.00	Online
Mark Hazle – Removal of branch	1948	20.00	Online
Maximow – Mowing small playing field (5 cuts)	363	314.50	Online

PKF Littlejohn – External Audit Fee	SB20241221	252.00*	Online
Village Link – Entry space	n/a	70.00	Online
Gallagher Insurance – Annual Premium	3070883	2246.25	Online
CPRE – Annual Membership	n/a	36.00	Online
HMRC – PAYE (Apr to June)	n/a	439.80	Direct Debit
YU Energy – Street Light Electricity	10920870	18.97*	Direct Debit
YU Energy – Street Light Electricity	01916485	211.41*	Direct Debit
YU Energy – Street Light Electricity	01920873	17.15*	Direct Debit
HSBC – monthly bank charges	n/a	10.00	Direct Debit

148.2024/3 Bank reconciliation for period ended 31 August 2024

The bank reconciliation for the period ended 31 August 2024, showing a balance at bank of £43,222.26 was approved and signed by the Chairman.

148/2024/4 Completion of Limited Assurance Review by PKF Littlejohn

The Clerk stated that PKF Littlejohn had completed their review of the accounts for 2023-24 and had provided their audit report (all satisfactory) and a conclusion of audit form to be published on the noticeboard and the website. The Clerk stated that she had complied with the requirements.

148.2024/5 Budget Review for the period to 31 July 2024

An updated budget review for the period April to July had been completed by the Clerk and forwarded to Councillors prior to the meeting. There were no queries.

149.2024 Playground and Fund Raising Group Report

The Chairman provided his monthly playground inspection report and stated that the nothing had changed with the equipment. With regard to the Fund Raising Group, applications were still being prepared by Mr Wooldridge and himself and had yet to be submitted but they were looking to obtain sufficient funds to purchase 3 individual pieces of equipment.

The Clerk stated that whilst the annual Playground Inspection had been booked with Wicksteed Leisure she had been informed that this would not take place until October/November due to staff shortages.

150.2024 Highways

Cllr Phillips had nothing new to report but stated she had been advised that a review of the 30mph restriction on the Cold Ashby Road was unlikely to be considered before the Council elections in May 2025.

151.2024 Street Lights

The Clerk stated that she had recently reported street lights number 38 on Nortoft and number 8 on the High Street and was awaiting reports from E-on.

152.2024 Parish Assets including Speed Awareness Devices

Cllr Miller stated that he had nothing to report on Parish assets. The mobile speed device was still at the bottom of Nortoft. Cllr Caldwell stated he would try and download data from the device for the next meeting.

Handwritten signature

153.2024 Tree Warden Report

Cllr Metcalfe stated that he had nothing to report.

154.2024 Footpath Report

Cllr Metcalfe stated that he had nothing to report. It was noted that the vegetation on the bank at the top of the High Street needed to be cut back. Clerk to contact Mr Beevor and request an urgent visit.

155.2024 Police Liaison Report

Cllr Harris stated that she had nothing to report.

156.2024 Schools and GPFA Liaison Report

Cllr Caldwell stated that the railings had been replaced at the Primary School.

Cllr Caldwell stated that he had not been able to attend the latest meeting of the GPFA but from the minutes fund raising was the major topic.

157.2024 Items for Village Link

The Chairman stated he would include the upgrade to street lights, reporting pot holes online on Fix My Street Northamptonshire and vacancies for Parish Councillors in the next edition.

158.2024 Correspondence received

- NCALC Notice of Annual conference to be held on 5 October 2024

159.2024 Items for next meeting – 21 October 2024 at 7.15 pm

- Update to Financial Regulations
- Community donation policy
- Consideration of quotation(s) for work to Cob Barn
- Update on Coeval Speed Awareness device
- Co-option of new Councillor

Meeting closed at 8.15 pm

AKL
21st October 2024