

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

Monday, 6 January 2025

Present: Cllr A Hart (Chairman), Cllr S Harris, Cllr I Miller, Cllr S Caldwell, Cllr L Phillips, Cllr S Edwards, Mrs C Holifield (Parish Clerk) and one member of the public

001.2025 Public Forum

The member of the public stated that he was representing GMADS in respect of the request made to the PC for a contribution of £300 towards the upgrade to the Village Hall stage rigging and lighting. He stated that the rigging was being carried out on a pro bono basis by a parishioner but that a grant was being applied for in order to fund new curtains, carpentry works, sound system and rewiring. There was every expectation that the grant would be forthcoming but that it would be appreciated if the Parish Council could donate £300 to make up the shortfall.

The Chairman agreed that agenda item 7.3 would be brought forward to be discussed as the first item under Village Matters.

002.2025 Resolution to accept apologies for absence

Received and accepted from Cllr O'Neil and Unitary Cllr Morton.

003.2025 Declarations of interest for items on the agenda

None

004.2025 Resolution to consider written requests for dispensations on agenda items

None received

005.2025 Resolution to sign and approve the minutes from the previous meeting held on 9 December 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.

006.2025 Matters arising (for information only)

None

007.2025 Village and Other Matters

007.2025/1 To consider repair of Coeval speed awareness device outside the Academy at a cost of £535 (exc VAT)

The Chairman stated that he was still waiting for Mr Housley to contact him. To be taken forward to February meeting.



007.2025/2 Clerk's Annual Staff Appraisal

Cllr Harris stated that she and Cllr Caldwell had met with the Clerk prior to the meeting to carry out her staff appraisal and that no issues were raised on either side. It was confirmed that the Clerk was already on the top of the pay scale so no further increases apart from inflationary ones could be applied. Cllr Harris to send Clerk written report of the meeting.

The following item was brought forward

007.2025/3 To consider request from Village Hall/GMADS for a donation towards the upgrade of the stage

The request from the Village Hall/GMADS which had been received in writing prior to the meeting and circulated to Councillors was discussed. It was agreed that it met the criteria of the revised Community Funding policy and as such it was resolved to contribute the requested sum of £300 for the upgrade of the stage area.

The member of the public left the meeting after this item

007.2025/4 To consider and approve the budget for 2025-26

Cllr Caldwell presented the budget which he had revised with updated figures from the Clerk since the December meeting and which had been circulated to Councillors prior to the meeting. It was resolved to accept the budget as presented. Budget to be published on the PC website.

007.2025/5 To consider and approve Precept amount for 2025-26

It was resolved to approve the Precept figure of £32,800 for the financial year 2025-26 which was unchanged from the previous year. The Chairman and Clerk signed the necessary request document (PR1) for forwarding to WNC.

007.2025/6 To consider the roles and responsibilities of Councillors following the retirement of Cllr Metcalfe

It was agreed that Cllr Edwards would take over the roles of Tree Warden and Footpath Warden from Cllr Metcalfe and would liaise with him for the transfer of any hard copy documentation in this respect.

007.2025/7 To approve the date for the Annual Parish Event for 2025

It was resolved that the provisional date for the Annual Parish Event would be Monday 5 May 2025. Clerk to book Village Hall.

007.2025/8 To approve the purchase of a new battery for the defibrillator

Cllr Miller stated that he had found a company that supplied the correct battery for the defibrillator and the cost would be £129 plus VAT. It was resolved that the Clerk would order a new battery.



008.2025 Planning

008.2025/1 New Applications

None

008.2025/2 Completions

2024/2963/FULL – Land to the south of West Haddon Road, Guilsborough

The installation and operation of a mini battery storage unit and ancillary infrastructure

Planning permission granted by WNC

009.2025 Finance

009.2025/1 Receipts

Bank interest of £157.65

009.2025/2 Payments

It was resolved to approve the following payments:

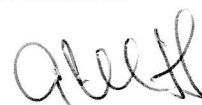
Details	Invoice No	Amount (£) Includes VAT where applicable*	Method of Payment
Mrs C Holifield – Clerk's salary January	n/a	608.76	Online
Clerk's Office expenses – January	n/a	32.50	Online
Guilsborough Village Hall – room hire	1058	20.00	Online
Cartridge Save – Printer cartridges	INVZCW8TX	46.13*	Online
K E Troop – Xmas Treet	11367	150.00*	Online
Sue Needham – reimburse battery for Xmas Tree lights	n/a	22.49	Online
YU Energy – Street Light Electricity (Dec)	02259926	24.54*	Direct Debit
YU Energy – Street Light Electricity (Dec)	02259927	309.88*	Direct Debit
YU Energy – Street Light Electricity (Dec)	02259930	17.84*	Direct Debit
HSBC – monthly bank charges	n/a	5.00	Direct Debit

009.2025/3 Bank reconciliation for period ended 31 December 2024

The bank reconciliation for the period ended 31 December 2024, showing a balance at bank of £44,363.51 was approved and signed by the Chairman.

010.2025 Playground Report and update on Fund Raising Group

The Chairman provided his inspection report to the Clerk. Still awaiting decision on first grant application submitted and second application about to be submitted.



011.2025 Highways

Cllr-Phillips stated that the appeal for the 30 mph restriction sign to be moved on Cold Ashby Road would now have to wait until after the local elections in May. She stated that there were currently 23 reports of potholes on Street Doctor in the local area. She stated that a report had been submitted in respect of the bollard that had been knocked over.

012.2025 Street Lights

The Clerk stated she had no reports of faulty lights. She stated that following further information received from the Chairman she would be writing again to the householder on Nortoft regarding trees and overgrown vegetation impeding street lights and the roadway.

013.2025 Parish Assets including Speed Awareness Devices

Cllr Miller stated he had nothing to report.

014.2025 Tree Warden Report

No report available.

015.2025 Footpath Report

No report available

016.2025 Police Liaison Report

Cllr Harris stated she had nothing to report.

017.2025 Schools and GPFA Liaison Report.

Cllr Caldwell stated that the GPFA were holding an open meeting in the Village Hall on 29 January to give an explanation to parishioners about the current financial situation at the GPFA and to ask for input as to what should be done.

No report in respect of schools.

018.2025 Items for Village Link

Precept, speeding in village and the provisional date for the Annual Village Event

019.2025 Correspondence received

- Email and associated documentation requesting funding towards stage upgrade in Village Hall (circulated to Councillors)

020.2025 Items for next meeting – 10 February 2025 at 7.15 pm

- Update on Coeval Speed Awareness device
- Update to Financial Regulations (Cllr Harris to meet with Clerk to approve a draft before the next meeting)

Meeting closed at 8.05 pm

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10th February 25 004/25