

NOTTON PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
Thursday 1st September 2022
7.30pm
Notton Village Hall

Present: -Cllr Taylor (Chair) Cllr Callaghan, Cllr Jaggar and Cllr Hicks.

Clerk to Council- Andrew Woodhead

District Cllrs-Cllr Cummings, Cllr Ali

Members of the Public- None

69/0922 -To receive comments or questions from members of the public.

None.

70/0922-To receive and consider apologies for absence.

No apologies.

71/0922-To receive any declarations of personal and /or prejudicial interests.

None

72/0922-To receive Parish information from District Councillors/inform the District Councillors of Parish issues.

a)-District Cllr Cummings reported:

- The next PACT meeting will be on the 13th September
- 243612- Chicane gutters require cleaning out- standard response given at this time.
- 243614- Gullies along Applehaigh Lane are blocked, one by the Shop completely-- standard response given at this time. Will ask for clarification on these items.
- 243618- Secker Lane junction (Woodroyd) Hedge overgrown and affecting sight line, Highways has been sent notification asking for hedge to be trimmed back.
- George Lane to the A61 was strimmed on 3rd August.
- Resident reports around ASB on The Oval, car damage, egg throwing etc. Police informed and culprits identified, action has been taken and completed.

b)-Parish Councillors reported:

- Footpath on Grimpit Hill falls away and requires repair, by Willow Beck.
- Request for Bench on Hudson Avenue to be moved to side of bus stop, it was noted that there may not be sufficient room, but investigations would be made.

73/0922-To confirm the minutes of the meeting held on Thursday 14th July 2022 as a true and accurate record.

Resolved to approve the minutes of the 14th July ordinary meeting of the Parish Council as true and accurate record and duly signed by the Chair.

74/0922- Highway matters

i)-It was reported that Smiley SID had been positioned on Grimpit Hill for 14 days, during that time it has picked up 22 vehicles driving at over 61mph and 35 vehicles driving over 56 mph.

ii)-It was requested that CIL monies be allocated to upgrade the Smiley SID unit, which currently operates only on amber, to operate in the Green and Red spectrum as this is considered to be more effective at slowing traffic. It was agreed to agenda this item for the October meeting.

75/0922-Planning Matters

a-To consider planning validated applications.

No items.

b-To receive information on planning decisions.

22/00760/FUL 15 Willow Beck, Notton. Mr Keegan; Extension of existing garage to front and side and conversion into living accommodation. Application approved 28 July 2022. **Noted**

22/01090/FUL 77 Bleakley Lane, Notton. Mrs Walker; Proposed single storey extension to the rear and changes to side door window to utility. Application approved 17 August 2022. **Noted**

c-To receive information on any appeals.

No appeals.

76/0922-Financial matters

a.-To approve accounts for payment for up to the 1st September 2022.

The following items were noted, and payments approved.

PAYMENTS JULY 2022

Date	Item	Payee	£
09/08/2022	Clerks Salary	A Woodhead	214.59
09/08/2022	PAYE (Clerk)	HMRC	53.65
09/08/2022	Newsletter	Lindleys (P Taylor)	149.95
09/08/2022	West Yorkshire Police (WYCA)	Safe Scheme	150.84
		Total	569.03

PAYMENTS AUGUST 2022

Date	Item	Payee	£
01/09/2022	Clerks Salary	A Woodhead	214.59
01/09/2022	PAYE (Clerk)	HMRC	53.65
		Total	268.24

b-To receive information on receipts-

No changes since last report.

c-To receive the Quarter Two Budget figures

Quarter Two budget figures were noted.

To **Notton Parish Council Budget 2022-**
date **23**

No	Expenditure	Approved Budget	Acc heading	£	Balance
	Administration			Spend TD	
1	Clerks salary & staff contributions	3500	A,B	1606.77	1893.23
2	Expenses (All)	250	C	65.44	184.56
3	Insurance (All)	350	F	0.00	350.00
4	Annual Audit fee	250	F	200.00	50.00
5	YLCA Subscription	320	D	324.00	-4.00
6	Subs to Council Societies (& SLCC Subs)	470	D	0.00	470.00
7	Village Hall Hire	170	G	0.00	170.00
8	Training (All)	600	E	0.00	600.00
9	Printer ink	150	G	0.00	150.00
10	Website	400	G	25.00	375.00
	Parks/Open spaces				0.00
11	Planting on the green & Bulb planting	700	H	52.00	648.00
12	Grass Cutting/tree maintenance	2600	H	0.00	2600.00
13	Allotment costs	50	G	0.00	50.00
14	Playground safety inspection & maintainace	650	H	0.00	650.00
15	Seats & Noticeboard maintainance	100	H	0.00	100.00
16	Refuse collection	200	G	204.10	-4.10
17	Village Hall Council Tax contribution	0	K	0.00	0.00
18	Christmas Tree & lighting	900	H	1092.50	-192.50
19	CIL spend	2578.39	G	145.00	2433.39
20	Capital Grant Jubilee Trees	2,405.17	L	1831.17	574.00
	Other				
21	Bank Charges	70	F	18.00	52.00
22	Newsletter printing	800	G	299.90	500.10
23	Parish on-line subs (e.map)	40	G	0.00	40.00
24	Misc (contingency)	0	G	37.49	-37.49
25	Police Safe Scheme	1000	J	372.68	627.32
26	Grant Payments (S137)	500	K	0.00	500.00
27	ICO	40	F	0.00	40.00
28	Election costs	0			0.00
					0.00
		19093.56		6274.05	12819.51
	VAT		639.23	639.23	

d- To consider the Bank Reconciliation

It was stated that the September Bank Statement was not available in time, so these figures have been based on the last available statement. Noted and accepted.

Bank Reconciliation

Notton Parish Council

£

Cash brought forward from 2021-2022

5276.07

Income to date

17839.13

Total

23115.20

Expenditure to date

6913.28

Current Balance

16201.92

Updated 23 Aug 2022

uncashed chqs	214.59
and payments	53.65
not on statement	149.95
or awaiting	150.84
	214.59
authorisation	53.65
Total	837.27

Date 1st August 2022

Bank Balance

17039.19

STATEMENT NUMBER 221

Payments pending

837.27

Balance

16201.92

77/0922-Appointment of an external auditor 2022/23 to 2026/67

Under the Local Audit (Smaller Authorities) Regulation 2015 the Smaller Authorities' Audit Appointments Ltd (SAAA) is responsible for appointing external auditors to all applicable opted-in smaller authorities, for setting the terms of appointment for limited assurance reviews and for managing the contracts with the appointed audit firms.

Resolved that Notton Parish Council **opt in** to the SAAA central external auditors' appointment arrangements.

78/0922-To consider correspondence and take action where necessary.

The following correspondence was noted:

- SBA- Data logged – notification of exempt status
- Woolley Parish Council- School Catchment Areas
- NALC- Chief executive's bulletin
- YLCA- Conference – 23 September, Holiday Inn, Leeds/Wakefield (M1, J40)
- YLCA- Various Finance Related Webinar Training Courses by Parkinson Partnership September onwards 2022
- YLCA- White Rose Bulletin 5 August & Law & Governance Bulletin August
- NALC Chief Executives Bulletin 5 August 2022
- NALC- Councillor's Discussion Forum - Thursday, 11 August
- NALC- August edition of Civility & Respect newsletter

- YLCA- White Rose Weekly Bulletin - 22 July
- Sustrans Millennium Milepost Painting this month
- Transparency Code for Smaller Authorities with a turnover not exceeding £25,000 (and councils between £25,000 - £200,000) - Wednesday, 17 August
- Standards of Behaviour Expected of Someone Holding Public Office, such as a Councillor Webinar - Wednesday 17 August
- SAAA- 2022 Opt-out Communication
- APPOINTMENT OF AN EXTERNAL AUDITOR FROM FINANCIAL YEAR 2022/2023 TO FINANCIAL YEAR 2026/2027 (**Agenda item 77/0922**)
- NALC- Chief Executives Bulletin 12 August 2022
- YLCA- Information requests and vacancies 12 August 2022
- YLCA- Training/Webinar Sessions and Discussion Forums 18 August to 1 September 2022
- YLCA- Conference – 23 September, Holiday Inn, Leeds/Wakefield (M1, J40)
- Civility and Respect Training 2022
- 100 West Yorkshire bus routes face extensive cuts: your help needed! **Resolved** that the Clerk send the template letter to the Metro Mayor on behalf of Notton Parish Council.
- YLCA- White Rose Bulletin 19 August 2022
- NALC- Chief Executives Bulletin 19 August 2022
- YLCA- Nimble E-Learning Training
- YLCA- Councillor's Discussion Forum - Thursday, 25 August
- YLCA- Various Finance Related Webinar Training Courses by Parkinson Partnership September onwards 2022
- YLCA- Analysis parish precepts
- YLCA- Civility and Respect Training Programme
- YLCA- Hosepipe ban and hanging baskets/planting

79/0922-Grounds Maintenance

Resolved that the Clerk should complete a Neighbourhood Improvement Fund application on behalf of the Parish Councils host organisation, for 2000 crocus bulbs and 1000 daffodil bulbs.

80/0922-Allotments

It was noted that the next Allotment inspections will take place in September after the 22nd.

81/0922-Governance Review

a-Annual Playground Safety Check

It was noted that no communication has d been received from RoSPA, the Clerk was instructed to contact them to ensure the check was undertaken.

It was noted that a bench required a repair the timber is 2.4m x 0.25m x 0.12m it was **Resolved** that £50 be allocated for this from the Councils CIL fund.

b-Budget six-month review

This item has been covered under 76/0922(c)

c- Parish Council Insurance

The Clerk stated that no communication had been received from the insurance company and it was noted that a payment to the insurance company had been made in September 2021. The Clerk had left a voice mail and sent an e-mail to the company to enquire about the situation.

82/0922-To receive an update on the community spending (CIL) projects and agree action.

a)-To receive update on CIL money

No update to this meeting

b)-To receive an update on the Jubilee Tree Planting on the Green.

The Clerk reported that he would ask when the Trees that are on order will be delivered in order to arrange their planting.

c)-To receive an update on Hanging Baskets

The Clerk was instructed to contact T&D Contractors and ask if they would be in a position to supply the Parish Council with 20 Hanging Baskets for summer 2023 starting in May if possible.

83/0922.To receive an update on the Police Safe Scheme report.

No Police Safe Scheme report for this meeting.

84/0922-To consider Parish matters.

a- Resignation of Maureen Eames after 46 years of service

The Council and District Councillors expressed their gratitude and admiration to Maureen Eames who has resigned from the Parish Council. She has championed the best interest of the community without hesitation, and we are grateful for her long service to the community and the Council.

b- Casual vacancy

The Clerk reported that the paperwork had been completed, signed and returned to the District Council, it was noted that interest had been expressed for co-option. The Clerk was instructed to request the interest party attend the October Parish Council meeting with a view to being co-opted to the Council until May 2023.

85/0922-Matters for the inclusion on the agenda of the next meeting

i)-Upgrade to Smiley SID unit using CIL funding, from item- 74/0922(ii)

ii)-Casual vacancy

86/0922-Date and time of the next meeting

Next meeting of the Parish Council on Thursday 6th October 2022 at 7.30pm Notton Village Hall.

Meeting end 8.55pm