

Notton Parish Council
Minutes of the Parish Council Meeting held on Thursday 6th April 2023-
7:30pm, Notton Village Hall.

Present:- Cllr Taylor (Chair) Cllr Pywell, Cllr Callaghan, Cllr Jaggar

Clerk to the Council:- Andrew Woodhead

District Councillor:- Ali

Members of the Public:- None present

187/0423-To receive comments or questions from members of the public attending.

No members of the Public present.

188/0423-To receive and consider apologies for absence.

Apologies received from Cllr John Hicks; accepted. Apologies received from District Councillor Maureen Cummings; accepted.

189/0423-To receive any declarations of personal and/or prejudicial interests.

None.

190/0423-To receive parish information from District Councillors/inform the District Councillors of Parish issues.

a)-District Cllr Cummings sent the following report in her absence:

312067 Request for CCTV Smawell Lane to deter fly tipping. Enforcement are looking at the possibility of overt trail cameras on the lane. They confirm that there is an ongoing investigation from evidence gained from previous fly tipping in the last month, we will be kept informed.

b)-District Cllr Ali reported that undergrowth cleared and paths swept on George Lane. All road markings brought to our attention; Navy Lane, Old Royston, Bleakley Lane, Notton Lane, George Lane, and the A61 from the boundary with Barnsley are all listed to be repainted, but the lining programme is running behind schedule.

c)-Foot path A61 Keeper Lane/Seker Lane cleaned; District Councillors were thanked for their work and updates.

d)-Parish Councillors reported that Potholes on George Lane had been marked up to identify them for works.

e)-The Litter bin in the Car Park off Smawell Lane, has gone missing. It was requested that this be replaced with something that will not burn please. It was noted that Carpet and underlay had been fly tipped near this location.

191/0423-To confirm the minutes of the Parish Council meeting held on Thursday 2nd March 2023 as a true and accurate record.

Resolved to approve the minutes of the 2nd March 2023 meeting of the Parish Council as a true and accurate record.

192/0423-Highway Matters

6.1 Update on Committee

a)-Interested Councillors have met with District Cllr Ali to consider highways matters, the conversation was positive, and work is progressing. Cllr Pywell has recently undertaken Highways Training. Consideration is being given to measures to slow traffic.

b)-One measure being developed is to request the installation of pre 30mph signs before the 30mph zone is reached. Contact email addresses will be sent to Cllr Pywell by the Clerk.

c)-The current data set collected by the Smiley SID unit is showing that speeds are reduced when the unit is in full operation. The comparable speeds collected when it is in the covert mode, that is where the unit appears to be off, but it is actually collecting data and the standard on mode, show a clear difference.

193/0423-Planning Matters

a)-To consider planning validated applications.

None to report

b)-To receive information on planning decisions.

23/00096/CPL 8 Applehaigh Lane, Notton. Single storey extension to rear, approved. Noted.

c)-To receive information on any appeals.

None to report

194/0423 Financial Matters

a)-To approve accounts for payment for March 2023

The following items were noted, and payment approved.

PAYMENTS MARCH 2023

Date	Item	Payee	£
6th Apr	Clerks Salary	A Woodhead	214.59
6th Apr	PAYE (Clerk)	HMRC	53.65
6th Apr	Christmas Tree & Lights (2022)	WMDC	463.04
6th Apr	Safe Scheme Qtr 4 2022-23	West Yorkshire Combined Authority	284.49
6th Apr	Training- Road Safety	YLCA	25.00
6th Apr	Newsletter Printing	P Taylor for Lindleys	198.00
6th Apr	AGAR	YLCA	25.00
6th Apr	Subscription	YLCA	327.00
6th Apr	Grounds Maintenance works	T&D Contractors	3090.00
		Total	4,680.77

b)-To receive information on receipts & expenditure.

It was noted that we have received our VAT refund for 2021-22 to the sum of £1340.85, Accounts for 2022-23 were circulated prior to the meeting. No questions raised.

c)-To receive the bank reconciliation.

The Bank reconciliation for the year ending March 2023 was presented and accepted by the Council as follows:-

Bank Reconciliation

Notton Parish Council

	£
Cash brought forward from 2021-2022	5276.07
Income to date	19767.48
Total	25043.55
Expenditure to date	14252.86
Current Balance	10790.69

No Cash held	
Total	0.00

Bank Balance	10790.69
Payments pending	0.00
Balance	10790.69

Date 31st March 2023

d)-To receive the current budget.

The current budget was presented to the Council, the budget was noted and accepted.

e)-To complete third Councillor to authorise Bank Payments paperwork.

Item deferred to the next meeting due to the absence of Cllr Hicks.

f)-Update on online HMRC account & VAT reclaim.

It was reported that the HMRC account is not balanced with our payment records and the app we have to submit reports was currently showing a zero balance per month payment. Both items are incorrect; further work will be undertaken and reported to the next meeting of the Council. The last VAT claim has been received as noted at 194/0423(b).

g)-Resolution to claim exemption from a limited assurance review under section 9 of the Local Audit (Smaller Authorities) Regulations 2015.

Resolved to claim exemption from a limited assurance review under section 9 of the Local Audit (Smaller Authorities) Regulations 2015. The Clerk and Chair signed the paperwork.

195/0423-To consider correspondence and take action where necessary.

The following correspondence has been shared with Councillors prior to the meeting:

- NALC Chief Executive's Bulletin 17 March
- YLCA How to deal with the unexpected Webinar - Wednesday, 29 March
- NFP Workshops Training Dates in Apr, May and Jun 2023
- YLCA Bulletins 24 March
- WMDC Planning Lists
- YLCA White Rose Bulletin 30 March and Training Bulletin

196/0423-Grounds Maintenance.

a)-Noted that the Grass Cutting has now started, and the first invoice of the new contract has been received, the Clerk as asked to check that the sums were correct.

b)-It was stated that the Ground along the Applehaigh Lane side of the Green required more topsoil and grass seed, the Clerk was instructed to ask T&D Contractors for a price to bring to our next meeting.

197/0423-Allotments.

Nothing to report.

198/0423. Governance

a)- Resolution to adopted updated Financial Regulations.

It was stated that the Councils Financial Regulations required updating. The NALC model of 2019 update and revised was presented to the Council.

Resolved to adopt the updated Financial Regulations.

b)- VAT Return for 2022-23

It was stated that now that the accounts had been closed the VAT Claim would be drawn up and submitted.

c)- Review Clerks Pay and Hours

It was noted that there had been no information about paygrades from the YLCA, this item would be deferred until such time as information is received.

d)- Year end accounts & Internal Audit

It was noted that the year-end accounts had been finalised and all information requested by the internal auditor would be sent for examination.

199/0423-To receive information on the community spending (CIL) and other projects and agree action.

a)-To receive update on CIL money.

It was noted that the Council had received a template from the District Council asking for current CIL funding levels held by the Council. The completed template was presented to the Council. The Clerk was instructed to submit the completed template as presented.

b)-To receive an update on the hanging baskets.

The Clerk had prepared a paper regarding Hanging Baskets with the papers for the meeting. The Council considered the three options proposed in the paper and after consideration, **Resolved**- Option 3 that the Council use general reserves to pay for Hanging Baskets for the Parish for 2023-24.

200/0423-To receive an update on the Police safe scheme report.

The Police Safe Scheme report for March and associate paper were noted by the Council.

201/0423-To consider Parish Matters.

a)-Cllr Pywell stated that the ongoing communication regarding power outages, which were still happening, had faltered. If the situation remains unresolved by the next meeting the Council will need to determine a way forward.

b)-It was noted that the flooding in the field by the homes on Notton Lane had been raised as an issue with the Farmer, who had agreed to plough the dip in the field out- the land having a natural large incline away from the properties.

202/0423-Matters for inclusion on the agenda of the next meeting.

- i)-Proposal for Cherry trees on the edge of the Green along the George Lane length.
- ii)-A Third Councillor to Authorise Bank Payments.
- iii)-A resolution to authorise the Council to use electronic banking as required under section 6.9 of our financial regulations.
- iv)-Resolution to repair damage to the Green along Applehaigh Lane side (Clerk to request quote for works)

Meeting closed at 9:00 pm

Andrew Woodhead
Clerk to Notton Parish Council