

Telephone 07725 843 505
Email Clerk@ninfieldpc.co.uk

Website <http://www.ninfieldpc.co.uk/community/ninfield-parish-council-15069/home>

Ninfield Full Council Minutes 15th December 2022

Cllrs Present:

Chair K Williamson (KW), J Cheshire (JC), K Crittall (KC) P Coleshill (PC), G Pharo (GP), S Collins (SC) **arrived at 19:06**

In attendance: J Scarff Clerk, 2 members of the public.

2572 KW welcomed everyone to the meeting.

To receive reports from the County and District Cllrs and any questions on these reports.
Reports were received and had been circulated.

2573 Public Questions

Ten minutes are available for the Public to express a view or ask a question on **relevant matters on the following agenda.**

There was a discussion about grit bins and gritting. The VH had cleared fallen tree debris in Lower Church Path.

SC arrived at 19:06

A member of the public asked about the letter on Heritage assets.

JC explained what they were for and would explain more in the update on the agenda.

Business to be transacted.

2574 **To receive and accept apologies** and reasons for absence in accordance with the Local Government Act 1972 S 85 (1).

Apologies were received and accepted from S Guard (SG) for work reasons & J Langley (JL) & P Holland (PH) for personal reasons.

The district and county councillors had sent apologies.

To consider, with the recommendation to approve, the apologies from Cllr Langley of non-attendance due to illness and waive the six-month rule until 28th April 2023.

Proposed KW, Seconded KC all agreed.

Resolved: To waive the six month rule for JL until 28th April 2023.

2575 Disclosure of Interests

To receive any disclosure by Members of personal interests in matters on the agenda, the nature of the interest and whether the member regards the interest as prejudicial under the terms of the Revised Code of Members Conduct.

To consider granting any dispensations.

Any changes to register of interests should be notified to the clerk.

There were no interests disclosed.

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2576

Exclusion of the Public

To exclude the public for a particular agenda item the following resolution must be passed.
'Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.'

There was no requirement to pass this resolution.

2577

Minutes of previous meeting to be considered for approval and signed as a true record.

The Full Council Meeting of the Full Council 20th October 2022

GP Proposed, JC seconded. All agreed.

Resolved The minutes of the meeting of the Full Council Meeting of the Full Council 20th October 2022 were agreed as a true record and signed by the chairman.

2578

a) **To hear an update on the neighbourhood plan and agree any actions required.**

To consider proposed recommendations for approval

The reg 14 consultation was successfully completed in November 22.

The team have been working on the responses to the issues raised by the consultees.

Responses are awaited from HE and the HWAONB.

Heritage assets- JC explained that residents who live in properties of historic interest that add character to the village to create a local listing. It will add a mechanism of local consideration for planning purposes to protect the character of the village ie if a planning application was submitted for a building in the vicinity it would have to take account of the historic value the building on the local list.

There will be a steering group meeting. JC thanks Keith whose expertise has been invaluable.

Once the steering group have agreed a new draft it will be recommended to the parish council. As there is no meeting in January JC asked if the council would agree to approve the updated daft using delegated powers. Once the daft plan is agreed with the PC it will be sent to WDC who will carry out the Reg 16 consultation on the council's behalf.

JC proposed that the updated daft plan be approved when its ready and then the basic conditions statement by email with endorsement by a minimum of 3 cllrs.

KC seconded. All Agreed.

Resolved that the updated daft plan be approved when its ready and then the basic conditions statement by email with endorsement by a minimum of 3 cllrs.

b) **To hear a report regard Parish Groups meeting and agree any actions required.**

KC explained that some of the groups in the village are struggling for members and helpers. So the idea is to hold an open event at the Memorial Hall with representation from all the groups, clubs & societies so that residents could come and find out what was available.

KC proposed that the PC sponsor the event – providing food, drinks etc the parish council can also be there to encourage people to apply to become a cllr with consideration for the forthcoming elections. The PC will create a postcard that is delivered to all households.

Resolved The PC will commit a budget of £1000 and create a rota for cllrs to help on the day.

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- c) **To consider whether to write a letter to local residents regarding the status of social housing in the village.**

KW proposed that the council write to the tenants and fully explain the situation.

Resolved that the PC will write to the social housing tenants to explain what the status of their tenancy would be if there were to be a change of boundary. The cllrs will have sight of the letter before it is sent and the contents should be legally checked in advance.

- d) **To receive reports from Parish Councillors including those requiring actions.**

KC raised an issue regarding low water pressure in the village. As an example, the dishwasher in the memorial hall doesn't work because the water pressure is too low.

KC asked if the clerk could find out what the plans are for the water pipe connections at Ingrams and what the impact will be on the current water pressure issues.

- e) **Finance Matters**

- i. **To receive the Statement of Accounts to 30th November 2022 for noting.**

It was noted.

- ii. **To receive a report detailing the bank balances to 30th November 2022 for noting.**

Noted

- iii. **To receive the report from the half year Audit from the internal auditors and agree any actions required.**

The report was noted.

- iv. **To receive and agree payment of the schedule of invoices.**

The payments were noted and all agreed that the clerk pay the invoices.

- v. **To Consider the proposed budget for the forthcoming year and agree any actions required.**

The proposed budget was noted, discussed and agreed. The recommendation from the finance committee was to agree a budget of £100,00 to re develop the playground area subject to seeing and agreeing plans.

- vi. **To consider the proposed precept to levy on the District Council.**

The recommendation from the finance committee was that the residents should not see an increase in their precept contribution.

KW proposed that the precept be set at £60,000, seconded by GP all agreed.

Resolved that the precept be set at £60,000. And the clerk submit the requirement to the District Council.

2579

Date of next meeting.

To note the date of the next meeting is The Finance committee Meeting Thursday 16th February, 7pm at the Methodist Hall.

To note the date of the next Full Council meeting Thursday 16th March, 7pm at the Methodist Hall.

2580

Correspondence — to note for possible inclusion on next agenda.

Nothing

KW declared the meeting closed at 20:22

**Bank Reconciliation Statement as at 30/11/2022
for Cashbook 1 - Unity Bank current Bank A/c**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Bank Current account	30/11/2022		187,326.23
			<u>187,326.23</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
18/11/2022 BACS HMRC		656.00	
18/11/2022 BACS Astbury Windows Ltd		78.00	
18/11/2022 BACS J S Fire Protection		117.60	
18/11/2022 BACS Eslip Payroll		122.16	
18/11/2022 BACS Eslip Payroll		20.36	
18/11/2022 BACS Hannington Gilbert		238.00	
18/11/2022 BACS Foxhill Tree Services		334.80	
18/11/2022 BACS Orchard Landscapes Ltd		3,057.20	
18/11/2022 BACS Top Lawn Ltd		32.78	
			<u>4,656.90</u>
			182,669.33
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			182,669.33
		Balance per Cash Book is :-	182,669.33
		Difference is :-	0.00

Time: 17:54

Bank Reconciliation up to 30/11/2022 for Cashbook No 1 - Unity Bank current Bank A/c











<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
15/11/2022	DD	152.34		152.34		R <input checked="" type="checkbox"/>	Beaming Ltd
18/11/2022	BACS	334.80			334.80	<input type="checkbox"/>	Foxhill Tree Services
18/11/2022	BACS	3,057.20			3,057.20	<input type="checkbox"/>	Orchard Landscapes Ltd
18/11/2022	BACS	32.78			32.78	<input type="checkbox"/>	Top Lawn Ltd
18/11/2022	BACS	656.00			656.00	<input type="checkbox"/>	HMRC
18/11/2022	BACS	78.00			78.00	<input type="checkbox"/>	Astbury Windows Ltd
18/11/2022	BACS	117.60			117.60	<input type="checkbox"/>	J S Fire Protection
18/11/2022	BACS	122.16			122.16	<input type="checkbox"/>	Eslip Payroll
18/11/2022	BACS	20.36			20.36	<input type="checkbox"/>	Eslip Payroll
18/11/2022	BACS	238.00			238.00	<input type="checkbox"/>	Hannington Gilbert
22/11/2022	chq 300003	10.00		10.00		R <input checked="" type="checkbox"/>	Wave Bank
25/11/2022	SO	120.00		120.00		R <input checked="" type="checkbox"/>	Mrs S Guard
28/11/2022	DD	4.37		4.37		R <input checked="" type="checkbox"/>	Castle Water Ltd
30/11/2022	BACS	930.00		930.00		R <input checked="" type="checkbox"/>	Clerk
		<u>5,873.61</u>	<u>0.00</u>				

**Bank Reconciliation Statement as at 30/11/2022
for Cashbook 4 - Lloyds Credit Card**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Lloyds Credit Card	14/11/2022		-657.80
			<u>-657.80</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			-657.80
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			-657.80
		Balance per Cash Book is :-	-657.80
		Difference is :-	0.00

Time: 12:12


Bank Reconciliation up to 30/11/2022 for Cashbook No 4 - Lloyds Credit Card

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
26/10/2022	CC	355.43		355.43		R 	EDF Electricity
31/10/2022	Oct CC		50.39	50.39		R 	Receipt(s) Banked
02/11/2022	CC	234.00		234.00		R 	SLCC
02/11/2022	CC	40.81		40.81		R 	Amazon EU S.a r.l uk branch
02/11/2022	CC	5.99		5.99		R 	Amazon Services Europe S.a.r.l
02/11/2022	CC	-40.81		-40.81		R 	Amazon EU S.a r.l uk branch
02/11/2022	CC	-5.99		-5.99		R 	Amazon Services Europe S.a.r.l
02/11/2022	CC	47.98		47.98		R 	Amazon Services Europe S.a.r.l
11/11/2022	CC	6.00		6.00		R 	Giff Gaff
13/11/2022	CC	14.39		14.39		R 	Zoom Video Comm Ltd
		<u>657.80</u>	<u>50.39</u>				

**Bank Reconciliation Statement as at 30/11/2022
for Cashbook 5 - Wave Bank**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
	30/11/2022		10.00
			<u>10.00</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			10.00
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			10.00
		Balance per Cash Book is :-	10.00
		Difference is :-	0.00

Bank Reconciliation up to 30/11/2022 for Cashbook No 5 - Wave Bank

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
22/11/2022	chq 300003		10.00	10.00		R 	Receipt(s) Banked
		<u>0.00</u>	<u>10.00</u>				