Minutes of the meeting held 19 January 2023 at the Scout Hut, South Littleton

Present: Councillors: Louise Bucknall (Chairman), Helen Quigley-York, Shannon Mack, Roger Jones & David Liddell

In Attendance: WDC Cllr H Robson, WCC Cllr A Adams and Sean Arble (Clerk)

252 Apologies received from Cllrs Victoria Sevier & Debbie Jones.

253 No dispensations requested.

254 The **Council resolved** to approve the **MINUTES** of the meeting held 17 November 2022 at the Scout Hut, South Littleton.

255 The Council **resolved to co-opt Mr David Liddell** as a member of the Council.

FINANCE

256 The **Council resolved** to approve the payment schedule.

Payment References; those in red previously paid

Ref		Payee	Details	Net	VAT	Total		
115		Wicksteed	S106 Play Equipment	£22,374.78	£4,474.96	£26,849.74		21.12.22
116		N Lane	Nov Lengthsman	£150.00	£0.00	£150.00		20.12.22
117		S Arble	Nov wage	£675.50	£0.00	£675.50		20.12.22
118		S Arble	Nov Expenses	£82.11	£0.00	£82.11		"
119		Amazon Company	LED Glow Sticks	£25.82	£5.17	£30.99		06.12.22
120		B&Q	Water Boiler	£74.99	£14.99	£89.98		06.12.22
121		Vale Trees	Crown walnut trees on Rec Ground	£400.00	£0.00	£400.00		20.12.22
122		M Parkinson	Erect Xmas trees & 1 extension lead	£110.00	£22.00	£132.00		20.12.22
123		WDC	Allotment Rent	£62.50	£0.00	£62.50		"
124		Tops Plants	Xmas trees x2	£165.00	£33.00	£198.00		21.12.22
125		HJ Taylor	Grass fuel	£108.89	£21.78	£130.67		20.12.22
126		Henson	St Michaels	£3,500.00	£700.00	£4,200.00		20.12.22
127		Tesco	Mulled wine	£39.00	£0.00	£39.00		10.12.22
128		Tesco	Minced Pies	£19.80	£0.00	£19.80		10.12.22
129		Morrisons	X Mas supplies	£23.70	£0.00	£23.70		20.12.22
130		Range	X Mas supplies	£22.67	£0.00	£22.67		"
131		SPAR	XMas supplies	£8.70	£1.74	£10.44		"
132		Arden Pig	Xmas 100 roast baps	£500.00	£0.00	£500.00		"
133		Everflow Water	SLAGA water	£55.83	£0.00	£55.83		28.12.22
134		IONOS	December website host	£20.00	£4.00	£24.00		30.12.22
135		Tserve IT Services	Website Design	£250.00	£0.00	£250.00		02.01.23
136		IONOS	January website host	£20.00	£4.00	£24.00		30.01.23
137		PWLB	Streetlight loan	£3,829.71	£0.00	£3,829.71		31.01.23
138		WDC	Clean dog bins	£334.48	£66.90	£401.38		19.01.23
139		Station Gardeners	Winter planting x9	£330.00	£0.00	£330.00		19.01.23
140		L Bucknall	Cllr expenses	£11.61	£0.00	£11.61		19.01.23
141		L Bucknall	Chair Allowance	£22.66	£3.06	£25.72		"
		TOTAL		£33,217.75	£5,351.60	£38,569.35		

LB 16/2/23

The December 2022 Reconciliation was noted.

Date		Date
01-Dec-22	to	31-Dec-22

add	Current Account balance			13968.65
add	Deposit Account balance			33623.00
less	Payments uncleared This Period:			0.00
equ	Balance C/F			**47591.65**

Opening Balance Deposit Account	23617.60
Add receipts for period	10005.40
Less payments for period	0.00
Opening Balance Current Account	35818.64
Less Period payments:	43681.77
Add receipts for period	21831.78
Closing Balance	**47591.65**

258 The December 2022 Income & Expense Report was noted.

259 As part of the budget discussion Cllr Liddell raised the issue of grit bins in the parish. After some discussion it was thought perhaps six new bins were needed (their locations tbd at a later date). The cost for grit should be included in the Revenue Budget - Parish Maintenance and the bins (if approved) from a Reserve Budget. The two items were estimated to about £600.

The **Council resolved** to approve the 2023-23 Budget. The highlights of the budget are as follows:

3% Precept increase from £44,500 to £45,835.

£7800 Street Light Loan Repayment

£6200 Grass Cutting

£39,950 in ten itemized reserves

260 The **Council resolved** to amend the Financial Regulations.

Extract of the current regulations – section 4.1:
4.1. Expenditure on revenue items may be authorised up to the amounts included for that class of expenditure in the approved budget. This authority is to be determined by:

- *the council for all items over £500;*
- *the Clerk, in conjunction with Chairman of, for any items below £500.*

Such authority is to be evidenced by a minute.

Contracts may not be disaggregated to avoid controls imposed by these regulations.

Approved amendment of section 4.1
4.1. Expenditure on revenue items may be authorised up to the amounts included for that class of expenditure in the approved budget. This authority is to be determined by:

- *the council for all items over £1000;*

WB 16/2/23

- *a duly delegated committee of the council for items over £500;*
- *the Clerk, in conjunction with Chairman of, for any items below £500.*

Such authority is to be evidenced by a minute.

Contracts may not be disaggregated to avoid controls imposed by these regulations.

261 WDC Cllr Robson Report:

A. Asked the Council if they would like to participate in Transport Project Working party with Cleeve Prior etc. Cllr Quigley-York volunteered to join the working party.

B. Farm Lane flooded quite badly; however, the South Meadows brook area didn't flood.

C. Velo Track is open without booking issues.

D. Raised the issue of puddling on the new Recreatoon Ground path. **ACTION: Clerk to liaise with R Herborn about the matter.**

262 WCC Cllr Adams Report:

A. The 2023-24 WCC Budget will rise 2.94% for normal services and 2% for social services.

B. Funding for footway repair will continue in 2023-24. South Littleton isn't on the list. Requested photos of poor paths in the parish. Cllrs mentioned Roberts Lane and South Meadows.

C. Divisional funds still available for the current financial year. Applications due by end of January.

D. Grit bins can be used by the public on the highway network which includes footways. People who spread grit are not liable for injuries. However, WCC has third party insurance.

PROGRESS REPORTS

263 Broken Playground units: The Clerk ordered two units at 10% off unit price. Installation is expected mid to late January.

264 The Wellbeing Footpath is complete.

Recreation Ground

265 The new sign has been installed.

266 The eastern boundary clearance is complete. The Council will be responsible to pay for the repair the damaged fence.

267 Walnut trees work complete.

268 S106 play equipment is installed. The S106 payment was received and the invoice was paid.

269 Gate Inn Brook: On 05.01.23 it was confirmed to M Cross of WDC that SLPC did not request Enhanced Development to stop clearing the brook. It was also confirmed by M Cross that the matter will be passed to the Legal Department by 06.01.23. It was thought that annual brook maintenance could be £2500. **ACTION: Clerk to forward email to cllrs.**

270 The website is now live.

LB 16/2/23

The Clerk was able to determine the following about the prerequisites RE South Meadows defibrillator.

A. SLPC is the owner of the electric supply
B. The Long Lartin Governor supports the defibrillator project
C. Defibrillator will need to be added to the streetlight inventory
D. SLPC ensure the electric supply is taken safely; IE use a company registered to work on the network.
E. EON (registered) installation estimate is between £1000-£1500.
F. The Council will need information of defibrillator wattage.

ACTION: Clerk to contact P Bindley about the two current defibrillators and ascertain if he is willing to be the warden of the new unit.

ACTION: Clerk to forward information to J Parnell and determine if his group Intend to move forward with the project.

272 The Council did not respond to the SWDP Consultation.

273 The **Council resolved** to offer £2000 for the Enhanced Development land. Cllr Bucknall stated that all future communication on this matter should go through the Clerk who will instruct the solicitor. Cllr Liddell thought £2500 should be included in the parish maintenance budget for the brook.
ACTION: Clerk to request the solicitor to offer £2000.00 for the land.

274 **ACTION: The Clerk to report rusty rubbish/dog bin lids to WDC and request they be replaced.**

275 The meeting was not adjourned for Public Question Time due to no public present.

CLERK'S UPDATE

Correspondence for Consideration (not otherwise noted):

276 28.11.22 email from M Smith RE full fibre. He would like to make a presentation to five area parish councils. Cllrs wanted to know which company M Smith represents etc.
ACTION: Clerk to forward email to cllrs.

Tabled Correspondence (not otherwise noted):

277 C Wood 05.12.22 email RE Trees Call for Action Project. **ACTION: Forward the email to cllrs.**

278 WDC 10.01.23 S106 Funding Update email.

Correspondence sent (not otherwise noted):

279 21.11.22 letter to owner of 4 Church Lane RE removing brambles and tree limbs away from tennis courts. **ACTION: Cllr Mack will ask T Ward if work has been done.**

Reported issues:

280 Bennett's Hill hedge was cut back. It wasn't a deep cut so the hedge will grow back soon.

PLANNING

281 W/22/02059/HP approved by WDC. The Council had no objections to this application.

282 The **Council resolved** not to object to W/22/02158/FUL.

283 The **Council resolved** not to object to W/22/02761/HP.

NEW MOTIONS FOR COUNCIL CONSIDERATION

WB 16/2/23

284 The **Council resolved** to approve the 2022-23 Clerk's Contract.

285 **ACTION: Cllr Mack will provide a proposal for a photo contest.** A few ideas were discussed. The photos will be used by the Council to update the website etc.

CLLR REPORTS AND FUTURE AGENDA ITEMS

286 The **Council resolved** to purchase a new replacement picnic table for the Recreation Ground as part of routine maintenance if it costs less than £1000. One cllr thought the table should be made of wood to match other playground equipment. **ACTION: Clerk to source a table.**

287 Cllr Mack raised the issue of using S106 Public Art Funds. **ACTION: Cllr Mack will provide a proposal.**

288 The meeting closed at 9:25pm.

289 **DATE AND VENUE OF NEXT SCHEDULED MEETING:** 7:30pm on 16 February 2023 at the Scout Hut, South Littleton.

Signed S Arble Date 16/2/23

OPEN FORUM NOTES - none

Minutes prepared by S Arble, Clerk to the Council, 02.02.23.