Minutes of the meeting held 16 November 2023 at the Scout Hut, South Littleton

Present: Councillors: Helen Quigley-York, Shannon Mack (Chairman), Sally Ashwin, Debbie Jones, Roger Jones & Hannah Robson

In Attendance: WDC Cllr H Robson & Sean Arble (Clerk)

214 Apologies received from Cllr V Sevier.

215 Cllrs D Jones & R Jones declared a pecuniary interest in minutes 240 garage rental and 241 grass contract.

216 No dispensations requested.

217 The **Council resolved** to approve the **MINUTES** of the meeting held 19 October, 2023 at the Scout Hut, South Littleton.

218 The meeting was not suspended for Public Question Time.

FINANCE

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

Payment References; those in red previously paid

Ref		Payee	Details	Net	VAT	Total		
119		Everflow	November water	£6.95	£0.00	£6.95		24.10.23
120		HJ Taylor	Fuel for S Meadows grass cutting	£147.06	£29.41	£176.47		17.11.22
121		Willow Bank	2x willow tunnels (well being)	£2,215.00	£0.00	£2,215.00		17.11.23
122		Worc Calc	Cllr Q-Y training	£30.00	£6.00	£36.00		17.11.23
123		Hallmark Hulme	Legal work on purchase of Mr Li land	£1,066.00	£208.60	£1,247.60		"
124		M Parkinson	Oct grass cut x2/mow Rec Ground Meadow	£824.00	£164.80	£988.80		"
125		R Jones	April 2023-March 2024 garage rental	£420.00	£0.00	£420.00		"
126		R Jones	S Meadows grass cutting	£1,200.00	£0.00	£1,200.00		
127		N Lane	Oct 23 Lengthsman	£175.00	£0.00	£175.00		"
128		HMP Long Lartin	2x square benches (wellbeing)	£305.72	£61.14	£366.86		"
129		HMP Long Lartin	Support rail	£3.90	£0.78	£4.68		"
130		Clerk	Oct Wage	£765.00	£0.00	£765.00		"
131		HMRC	Employer NIC	£0.97	£0.00	£0.97		"
132		Clerk	Oct Expenses	£111.56	£0.75	£112.31		17.11.23
133		Albutts	Hay removal	£350.00	£70.00	£420.00		17.11.23
		TOTAL		**£7,621.16**	**£541.48**	**£8,135.64**		

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220 The October 2023 Reconciliation was noted.

Date		Date
01-Oct-23	to	31-Oct-23

add	Current Account balance			6035.49
add	Deposit Account balance			58934.13
less	Payments uncleared This Period:			0.00
equ	Balance C/F			**64969.62**

Opening Balance Deposit Account	**38890.14**
Add receipts for period	43.99
Transfers between Accs	20000.00
Less payments for period	0.00
Opening Balance Current Account	**32911.16**
Transfers Between Accs	20000.00
Less Period Payments:	7309.42
Less Uncleared Last Period Payments	0.00
Uncleared Period Payments	0.00
Add receipts for period	433.75
Closing Balance	**64969.62**

221 The October 2023 Income & Expense Report was noted.

222 **WDC Cllr Robson Report**

A. There is a grant available for VAS funding. **ACTION: Cllr Robson to forward form to the Clerk & Cllr Quigley-York. ACTION: Clerk to complete the form.**

B. There is a WDC Community Event. No Cllrs volunteered to attend.

C. One person attended the police drop-in session held recently.

223 **WCC Cllr Adams Report** – not present, no report.

ACTIONS REPORT

224 2.1 Allotment Tree Work & Hedge: Tree work to commence 28.11.23.

225 2.5 Ladybird Table on Rec Ground: Cllr Quigley-York reported that work will be carried out in the spring. There was discussion about sanding out the graffiti.

226 1.1 Bank Mandate: **ACTION: Clerk to pick up the mandate at a Lloyds branch.**

227 3.3 Streetlight: There is some concern that a solar streetlight won't store enough electricity to light the pavement properly. **ACTION: Clerk to ask if there are larger batteries.**

228 4.1 Grit Bins: **ACTION: Cllr Robson to forward new grit bin map to the Clerk. ACTION: Clerk to order bins.**

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229 6.2 Christmas Trees: **ACTION: Clerk to request delivery by Wednesday, 29 November. ACTION: When new delivery date confirmed, Clerk to request M Parkinson to erect the trees.**

CLERK'S UPDATE

Correspondence for Consideration

230 31.10.23 parishioner email various S Meadows issues. The Clerk responded on 08.11.23

231 19.10.23 parishioner email re banners near Manor House. **ACTION: Clerk to invite parishioner to a meeting.**

232 Tabled Correspondence (not otherwise noted): None

233 Correspondence sent (not otherwise noted): None

Reported issues (not otherwise noted):

234 Tree blocking road on S Meadows; removed the same day

235 08.11.23 Clerk requested Lengthsman to shovel gutters on Main St; job started

PLANNING

236 The **Council resolved** not to object to W/23/01968/HP. There are a few comments:

A. The roof height is higher than the current building. The height difference on a sizeable extension may alter the character of the building.

B. 2. If bats are present, what measures will be taken to mitigate bat disturbance.

237 The **Council resolved** not to comment on W/23/01713/FUL

NEW MOTIONS FOR COUNCIL CONSIDERATION

238 The Council decided to wait for a response from T Ward before approving the Scout Hut lease.

239 The **Council resolved** to spend up to £900 of the Legacy Grant to purchase orchard bulbs and trees for various areas of the parish. Exact locations to be determined at a later date. Expert to be consulted.

240 The **Council resolved** to renew the £420 annual fee garage rental for 2024-25. The Council hopes to find an alternative solution for 2025-26.

241 The **Council resolved** to renew the R Jones grass contract for 2024-25 at a cost of £1200 plus fuel.

CLLR REPORTS AND FUTURE AGENDA ITEMS

242 The **Council resolved** to appoint T.C Contracting to clear the Council owned section of the South Meadows Brook at a cost of £3000 plus VAT. The Council had previously approved to pay up to £8280 plus VAT for this job. Cllrs R Jones & H Robson to liaise with contractors about specifics of the job. **ACTION: Clerk to send a work order to TC Contracting and contact other firms which weren't successful**.

243 Cllrs R & D Jones offered their apologies for the December meeting.

244 Cllr Robson raised the idea of South Littleton joining the WCC Tree Warden program. A parishioner is interested in the role. **ACTION: Cllr Robson to forward email to the Clerk.**

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245 The Ducies informed the Council that they would like someone else to maintain the planter by the South Meadow Brook. **ACTION: Chair to purchase a thank you gift for the Ducies and write letter.**

246 The meeting closed at 8:30pm.

247 **DATE AND VENUE OF NEXT SCHEDULED MEETING** at 7:30pm on 21 December 2023 at the Scout Hut, South Littleton.

Signed Mack Date 21/12/2023

OPEN FORUM NOTES - none

Minutes prepared by S Arble, Clerk to the Council, 21.12.23.