

WALTON ON THE WOLDS PARISH COUNCIL

Minutes of meeting held 6th February 2024 at the Village Hall, Walton on the Wolds, LE12 8HT 6.30pm

<p>Present; Parish Councillors - C Greenall (Chair), T Dixon (Vice Chair), G Archer County Councillor R Shepherd (via zoom link) 1 member of the public Locum Clerk – Susan Stack</p>
--

- FULL 2024.019 Update from District and County Councillors
Cllr R Shepard gave his report via Zoom in addition to his written report;
General news – Cabinet meeting and Council tax update sent to Councillors earlier in the day.
Media releases unless relating directly to the Parish Council will not be circulated to the Councillors.
Development on Six Hills Road – response from Jackie Patrick received explaining where she is on the investigations. There is an element relating to Charnwood Borough Council
Donna Clayton will be inspecting and reporting back to Jackie.
Council confirmed that no response has been received from Jenny Boker.
A neighbour reported a visit regarding tree and hedge (Rupert Simms) Parish Council to chase Jenny for an update and Richard Bennett is head of planning at Charnwood BC
- SIDS – Unit has been put in the wrong place without adequate investigation into the light levels for the Solar Panels. County will not pay towards any relocation costs. Cllr Shepherd was asked to obtain a cost for re-location, Clerk to e-mail formally. Agreed that the units will not be moved and performance monitored during the summer.***
- FULL 2024.020 To receive apologies for absence
J Lewin, T Lewis
- FULL 2024.021 Declarations of Councillors’ Interests in items on the agenda
None
- FULL 2024.022 Public Speaking - A period of not more than fifteen minutes will be made available for members of the public to raise any issues

No issues raised

FULL
2024.023 To approve and sign minutes of the Meeting of the Parish Council held on Tuesday 7th November 2023 (with amendments) and 2nd January 2024

It was resolved to accept the minutes as a true record. (CG/TD)

FULL
2024.024 Progress on actions from previous meeting;

- a) Chicken excrement (Chair)
Environment agency has been contacted but they are unable to take any action.
- b) Historic hedge and tree preservation (Chair)
Discussed under County Council report
- c) Hedge trimming (T Lewis)
Outstanding
- d) Footpath topping (T Lewis)
Outstanding
- e) Speed sign operation and location
Discussed under County Council report
- f) Overgrowing hedge Black Lane (Chair)
Cllr Dixon identified the specific hedge subject to the complaint and will visit with the Chair
- g) Resident parking near pub (Chair)
Outstanding
- h) Financial and other documentation (Chair)
Cllr Greenall described difficulties in getting access to the bank account but now has an alternative contact number to try. Resolved to ask existing signatories to help us out.
- i) Website updates (G Archer)
To be investigated later. Cllr Archer to close down existing Clerk e-mail.
- j) Sample job description/person Spec./Pay Scales (Clerk)
It was resolved that the Council were standard Profile 1 and that the post will be advertised between Scale 9-12 based on 3 hours per week. Clerk to draft up advert. Close date for applications 3rd March with interviews on 5th from 6.30pm

FULL
2024.025 To receive a report from the Police
None

FULL
2024.026 To receive a report from the Village Hall management
None

FULL
2024.027 General parking issues in the village
Monitor

FULL
2024.028 Financial matters

- a) To receive a list of payments made since last meeting
Received and signed

- b) Scrutiny of any invoices outstanding for payment
Invoice for clerking services agreed and paid
- c) Scrutiny of any quotations for work and appoint contractor/supplier
None
- d) To receive and approve accounts up to 31st December 2023 and comparative budgets
Received and approved and signed by the Chairman
- e) Chairman to sign to agree bank statement(s) to accounts
Any budget amendments necessary for remainder of 2023/24 year
Agreed and signed

- f) Consider and set budget for 2024/25 year
Budget set at £6295 total expenditure

Clerking	2000
Clerk Exp	260
Lighting	210
Hedgecutting	250
Burial Ground Maint	73
Village Hall hire	50
Village hall support	500
Events	500
Christmas	400
Insurance	300
Magazine	150
Website	375
NALC	157
Subs	70
Defib	300
Mowing machine	300
Benches	300
Election	100

- g) Changes required to existing bank mandate/move bank account to Unity Trust – update
It was resolved to set up an account at Unity bank then transfer over funds from Barclays once established
- h) To appoint East Midlands Auditing Service to carry our a governance review in September 2024 at £87.50 cost.
It was resolved to accept the quote

FULL Website update – Continue to use Cuttlefish

- 2024.029 ***It was reported that Cuttlefish have taken over the contract as a whole***
- FULL
2024.030 Burial Ground matters – fees and maintenance
Cllr Archer will undertake the task and will be re-imbursed expenses
- FULL
2024.031 Date of the next meeting(s) –March 5th, May 7th (APM).
Noted
- FULL
2024.032 To resolve that public and press be excluded from the meeting due to the confidential nature of the items to be transacted
- FULL
2024.033 Confidential Item – Update on retiring Clerk
The Council thanked Cheryl for all the hard work done over many years and wished her a very happy retirement and
- FULL
2024.034 To agree matters appertaining to recruitment of new permanent Clerk & RFO including (but not exclusive to) Job Description, Person Specification, arrangements for advertising, setting interview panel appointment
Agreed in the meeting