

# **WALTON ON THE WOLDS PARISH COUNCIL**

**Minutes of meeting held 2<sup>nd</sup> January 2024 at the Village Hall, Walton on the Wolds, LE12 8HT 6.30pm**

**Present;**  
**Parish Councillors - C Greenall (Chair), T Dixon (Vice Chair), T Lewis, J Lewin, G Archer**

**Minuting Clerk – Susan Stack**

## **MINUTES**

- FULL 2024.001 To receive apologies for absence  
**Clerk C Hall**
- FULL 2024.002 Declarations of Councillors' Interests in items on the agenda  
**Cllr T Lewis on invoices paid**
- FULL 2024.003 Public Speaking - A period of not more than fifteen minutes will be made available for members of the public to raise any issues  
**None present**
- FULL 2024.004 To note resignation of Clerk with effect from March 2024  
**C Hall has indicated that she wishes to leave as at 5<sup>th</sup> March 2024. Noted**
- FULL 2024.005 To approve minutes of the Meeting of the Parish Council held on Tuesday 7<sup>th</sup> November 2023  
**A number of changes were made to the minutes which were agreed and these will be e-mailed to all Councillors after the meeting for reference.**
- FULL 2024.006 Progress on actions from previous meeting;  
**Christmas tree was blown down but has survived the festive period. Lights were supplied by Cllr Lewis and Brian. The switch on event went well and thanks were given to Jack and Helen for preparing the mulled wine.  
Cllr Lewis and Brian are going to remove the Christmas tree and Brian will take it for recycling. Noted that next year a more secure method of holding any cut tree would be useful, possibly involving sinking a (covered) pipe in the ground to secure the trunk. To be discussed at a later meeting**
- FULL 2024.007 To receive a report from the Police  
**None present – no report received**
- FULL 2024.008 To receive a report from the Village Hall management  
**None present – Janet M has previously reported that a new electricity contract has been entered into with effect from mid January 24. It is expected to halve current costs.**

FULL  
2024.009 Update from District and County Councillors  
***Apologies from J Bokor received (due to flooding)***

FULL  
2024.010 Clerk Communications/Updates  
MVAS  
***Covered in previous minutes***  
Hedge Cutting  
***No update***  
Footpath topping  
***No update***  
Chairmans reflections on out of parish residents  
***Covered in previous minutes***  
Other Items  
***Complaints that chicken excrement is being piled up in a new location which may cause an environmental issue with the excessive rain. Residents will be advised to contact the authorities. Chair of the Parish Council will contact Borough and County Councillors asking for them to inspect the site.***

***Planning – The Richardson development was discussed. The hedge has not had planning permission to be removed. A barn can be located anywhere on the owners land. Planning enforcement needs to be made aware of concerns over the hedge removal. The hedge needs to be designated as “historic” or similar to protect it for the future. Chair of the Parish Council to make planning enforcement aware via the relevant Councillors and ask for assistance on enforcement and protecting the hedge/Tree. Cllr Lewin to forward historic photographs for reference. Concerns about the road being widened and the tree being removed without permission also need reporting.***

***Cllr Lewis to have a conversation regarding the hedge trimming and footpath topping with the appropriate person.***

***Right hand side of Black lane is very narrow in one section due to the hedge overgrowing the pathway. Chair to write a polite letter to be sent to the resident concerned.***

***A vehicle is parked blocking the pavement outside a newly occupied house near the pub – Chair to write suitable letter/note.***

FULL  
2024.011 Financial matters

- a) To receive a list of payments made since last meeting  
***Bank statement as of 29<sup>th</sup> November indicates payments £212.81 – £144 – Hedge cutting to Hornbuckles £218 – T Lewis – Christmas tree, bulbs, display case and safety glass etc***
- b) Scrutiny of any invoices outstanding for payment

**Invoice for laptop (old quote?) noted**  
**5<sup>th</sup> Sept Invoice for Church service (may be paid? Needs checking)**  
**May 23 – LRALC – training, (probably paid needs checking)**

- c) Scrutiny of any quotations for work and appoint contractor/supplier  
**Nothing to report – mower is booked in for attention of Roy Upton of Sixhills - no price known.**
- d) To receive and approve accounts up to 31<sup>st</sup> December 2023 and comparative budgets  
**Defer to next meeting**
- e) Chairman to sign to agree bank statement(s) to accounts  
Any budget amendments necessary for remainder of 2023/24 year  
**Defer to next meeting**
- f) Consider and set budget for 2024/25 year  
**This was agreed previously – Chair to obtain copy from retiring Clerk.**
- g) Agree precept required for 2024/25 year and agree submission to District Council  
**It was resolved to set the Precept of £5,800. It is believed this has been submitted.**
- h) Changes required to bank mandate  
**Electronic banking was approved. C Hall needs removing, Cllr Archer to be added to mandate. Clerk to research alternatives to Barclays if needed to achieve this.**

FULL Website issues  
2024.012 **The website is under development and suggestions for additional items required were invited. An audit of website documentation is needed.**

FULL Cemetery Fees  
2024.013 **Dealt with in previous minutes**

FULL  
2024.014 Date of the next meeting(s) – **It was resolved to have monthly meetings during this busy period – February 6<sup>th</sup>, March 5<sup>th</sup>, May 7<sup>th</sup> (APM). Chair to book the hall.**

**Item for next agenda – parking on the Green.  
works needed at Burial Ground**

FULL To resolve that public and press be excluded from the meeting due to the  
2024.015 confidential nature of the items to be transacted  
**None present**

- FULL  
2024.016 Confidential Item – Appointment of Locum Clerk during recruitment process and agree terms  
***It was resolved to appoint Susan Stack during recruitment process at £20 p/hr plus 45p/mile for meetings and reviewing work needed.***
- FULL  
2024.017 Confidential Item – Final payment to retiring Clerk  
***It was resolved to ask if the Clerk wishes to leave with immediate effect and be paid for March meeting to speed up the recruitment process.  
Chair to visit  
Locum Clerk to e-mail Council bandings and pay scales.***
- FULL  
2024.018 To discuss 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  
***Locum Clerk to send across a sample job description/person specification to Councillors for review. Closing date 4<sup>th</sup> March.  
Advertising agreed via local associations (Notts ALC and LRALC), local newsletter, website, notice boards and similar.***

**MEETING CLOSED 19.40pm**