

# Lothersdale Parish Council

## Minutes of Lothersdale Parish Council held on Thursday 10<sup>th</sup> December 2015 at 7.30pm In the Clubhouse

**Present:** Councillors E Cullen, N Wilson and C Cowgill

**In Attendance:** 3 members of the public and A Mallinson clerk.

### **12/1 Apologies:**

Apologies accepted from Cllr Barrows and Cllr Mitchel due to family commitments.

### **12/2 Declaration of Interest:**

Cllr Cowgill declared a pecuniary interest in item 9 and 10, Drainage issues and Village maintenance contract, as he is tendering for the work and agreed to leave the meeting when the item was to be discussed.

### **12/3 Minutes**

**Resolved:** That the minutes of the meeting held on the 12<sup>th</sup> November were approved.

### **12/4 Reports from invited guests**

No reports

### **12/5 Donation for wreath**

**Resolved:** That a donation of £50 be awarded through the S137 budget to the Royal British Legion for the Remembrance Day wreath.

### **12/6 Village maps**

Cllr Barrows was not available to give an update at the meeting

**Resolved:** That the item be deferred until the January meeting.

### **12/7 Disposal of the clerks old laptop computer**

A successful bid for government funding has allowed the clerk to purchase a new laptop. Councillors considered options for the disposal of the old notebook style laptop.

**Resolved:** That the clerk advertises the laptop in the notice boards and on the web site and obtains offers, which will be reported back to a future meeting.

### **12/8 Facebook social media policy**

A policy to safeguard the Council and its members was circulated for consideration ahead of setting up a Facebook page. The page would be used to highlight activities relating to the village and the Parish Council and would be used as a supplement to communicating with residents, but would not be the main point of contact to raise issues. Residents will still be directed to contact the clerk or attend the open public meetings of the Parish Council if they have any issues that the council can help with.

**Resolved:** That the Facebook social media policy be adopted and reviewed in line with other council policies.

### **12/9 Drainage issues**

The Council was not quorate to discuss this item.

**Resolved:** That the item be deferred until the January 2016 meeting.

Signed –

Cllr E Cullen

Date – 14<sup>th</sup> January 2016

## 12/10 Village maintenance contract

The Council was not quorate to discuss this item

**Resolved:** That the item be deferred until the January 2016 meeting.

## 12/11 Budget setting for 2016/17

The clerk produced background documents relating to current financial position and indication of the year-end financial position. Cllr Cullen presented the draft budget proposals for consideration, which are detailed in the minutes, and any further items for consideration are to be forwarded to the clerk ahead of the January meeting when the budget will be finally set. The current draft will mean a reduction in the precept

**Resolved:** That the draft budget is noted

### Draft budget

Precept		£18,162	£16,205
Bank interest		£140	£140
Wayleave		£15	£15
Marquee Hire		£0	£0
Lothersdale Book of Walks		£0	£0
Grants		£3,000	£3,000
VAT refund		£300	£500
Other income		£200	£200
School licence fee		£1,150	£1,150
		£22,967	£21,210
<b>Expenditure</b>			
Staff salaries		£3,500	£4,200
Admin expenses		£450	£150
Training		£100	£100
Village maintenance		£7,000	£5,000
Park projects		£6,000	£4,000
Subscriptions		£260	£260
Room hire		£200	£200
Insurance		£1,000	£1,000
Street lighting/electricity		£600	£1,200
Street lighting/maintenance		£500	£1,500
Section 137 payments		£50	£100
Audit fees		£200	£300
Web site		£210	£400
Road sweeping		£800	£800
Provision of Grit		£500	£500
Miscellaneous		£500	£500
Elections		£1,000	£0
Total expenditure		£22,870	£20,210
Total income		£22,967	£21,210

Signed –

Cllr E Cullen

Date – 14<sup>th</sup> January 2016

## 12/12 Finance

**Resolved:** That the accounts presented for payment were agreed.

Payee	Cheque No.	Details	Amount
A Mallinson	300015	Clerks wages November	£200.49
HMRC	300016	PAYE	£45.60
A Mallinson	300017	Reimbursement for computer purchase	£313.98
SLCC	300018	membership subscription (part payment)	£33.00
Royal British Legion	300019	Donation towards Wreath	£50.00
		<b>Total</b>	<b>£643.07</b>

## 12/13 Planning

**Resolved:** That the following comments from the Parish Council are sent to CDC

Planning Ref No.	Site Location	Brief Description of Proposal	Comments
53/2015/16329	West Fold	Construction of single storey orangery, porch + rear extension, New two storey eastern extension and construction of a new garage.	No comment
53/2015/16352	The Willows	Carry out works to trees	No comment

## 12/14 Correspondence

Planning decisions noted and community funds have been made available from CDC and the clerk is obtaining an application form.

## 12/15 Members community reports

Cllr Wilson now has the wall mounted defibrillator kit and the clerk is awaiting confirmation of when it will be installed. The clerk has prepared a press release for the Craven Herald.

## 12/16 To agree and note the time and date of the next Parish Council Meeting

**Resolved:** That the next meeting is to be held on Thursday 14<sup>th</sup> January 2015 at 7.30pm in the Club House.

Meeting closed at 8.30pm

Signed –

Cllr E Cullen

Date – 14<sup>th</sup> January 2016