

Lothersdale Parish Council

Minutes of Lothersdale Parish Council held on Thursday 11th January 2018 at 7.30pm in the Club House

Present: Councillors E Cullen, L Southern, C Cowgill and E Mitchell.

In Attendance: Five members of the public and D Davies, Clerk.

Guests: Emily Grogan, Stephen Beale and Andrew Mallinson.

1/1 Apologies:

Apologies were accepted from Cllr N Wilson, District Cllr A Brown and County Cllr P Mulligan.

1/2 Disclosures of Interest:

None

1/3 Minutes

Resolved: The minutes of the parish council meeting held on 14th December 2017 were approved.

1/4 Reports from invited guests

Emily Grogan (Rural Housing Enabler at Craven District Council) and Stephen Beale (Agent) explained that a piece of land on an exception site in Lothersdale had been offered by a local landowner for affordable housing for local people. They were keen to work with the Parish Council to initiate a survey for the whole village (residents and employers) to ascertain if there is a demand for such housing and if so to consult further.

Resolved: **Agenda item for February's meeting.**

Ms Grogan to find out and inform the Parish Council if the piece of land in question had previously been considered for development but rejected.

1/5 Recreation Ground

Playground:

Project Manager Mr Mallinson gave an update on the work currently being undertaken – the site would remain fenced off until it was complete – there needed to be times when the site was left, e.g. prior to the wet pore being installed and for re-seeding. Yorventure would pay the grant once the invoice from Creative Play had been received but it should all have been settled this financial year.

Resolved: **At February's meeting to decide on an opening date and a celebrity to perform the opening.**
Mr A Mallinson to suggest turf in places instead of grass seed for durability.

1/6 Budget 2018/19

The following budget was agreed:

	2017-18	2017-18 actual (to 31/12/17)	2018-19
Income (£)			
Precept	16205	16205	17200
Bank interest	140	2	0

Signed –

Cllr E Cullen

Date – 8th February 2018

Lothersdale book of walks	0	8	0
Grants	44000	0	8750
Woodland Group grant	0	4500	500
VAT refund	500	1552	2000
Other	165	127	0
School licence fee	1150	2300	1150
Total:	62160	24694	29600
Expenditure (£)			
Staff salaries	4000	1905	3000
Admin expenses:	150		
Payroll services		156	200
Financial Management System		0	700
Other		27	50
Training	300	230	250
Village maintenance:	5500		
Recreation Ground annual contract		1500	3000
Other		1240	2000
Park projects:	44500		
Playground		4853	
Other – adult gym equipment			5000
Annual maintenance of playground	0	0	1500
Road sweeping	600	120	250
Grit	500	0	100
Subscriptions	260	199	270
Room hire	200	98	200
Insurance	800	713	1000
Street lighting (electricity)	1300	1343	400
Street lighting (repairs)	1500	313	400
Street lighting (replacement lamps and lamp posts)	0	0	5000
Section 137 payments	100	50	50
Audit fees	300	360	400
Website maintenance	150	480	200
Miscellaneous:	500		
Data Protection Officer charge		0	150
Other		25	100
Elections	0	0	700
Village projects:	1500		
Memorial garden plants		160	180
Memorial noticeboard		0	1500
Other		0	500
Woodland Group	0	4931	500
VAT	0	1716	2000
Total:	62160	20657	29600

Notes on Income 2017-18:

- School licence figure represents two years of payments (paid up until August 2018).
- A grant of £42408 has been secured from Yorventure for the playground.

Signed –

Cllr E Cullen

Date – 8th February 2018

- A further grant of £500 is expected from the Woodland Trust to fund the Woodland Group.
- "Other income" was a corrected duplicate payment of £127 from the previous financial year.

Notes on Expenditure 2017-18:

- £4240 was used from reserves to fund the playground under "Park Projects"
- A further £7000 has been committed under "Park Projects" towards the playground including £1000 project management fee.
- Also under "Park Projects" we have agreed expenditure of £425 + VAT for the livestock barrier.
- Also under "Park Projects" we have agreed to fund a boardwalk and path but we hope to reduce costs of these through grants and/or using Community Payback people.
- A further bill for £1500 + VAT is due before the year end for "Village Maintenance" (recreation ground).
- The website figure includes an invoice for £175 + VAT from October 2016 for Vision ICT and £135 + VAT for Puddle for future hosting.

Notes on Income 2018-19:

- The Grants figure is by its very nature an estimate but Lothersdale Parish Trust has agreed to fund £6000 for the period September 2017 to September 2019 to use for replacement street lights, as required, hence £3000 of this figure is specifically for that purpose. We hope to receive £5000 towards the adult gym equipment and £750 towards the memorial noticeboard.

Notes on Expenditure 2018-19:

- Street lighting (electricity) is expected to be considerably lower as the 2017-18 figure included outstanding bills dating back to 2014.
- A figure of £5000 has been included for replacement street lamps as we have 7 MBFU street lights that are obsolete and irreparable.
- Grant income by its nature is not guaranteed so going ahead with some projects will depend on receiving grant income e.g. Adult Gym, Memorial Noticeboard.
- The £150 charge for Data Protection Officer is as a result of new legislation commencing May 2018.
- The figure of £1500 for "Annual maintenance of playground" was agreed as part of the Yorventure funding bid and will be ring-fenced for any repairs and used as required.

Resolved: Craven District Council would be notified of the precept figure of £17200.
 It was agreed to look at alternative providers of street lights and to request their suitability for the display of Christmas tree lights.
 The Financial Management System would be an agenda item for February.
 The Data Protection Officer figure would be queried.
 Cllr E Mitchell, through the parish magazine, would ask about public interest in the memorial noticeboard with a view to collecting individual donations.

1/7 Finance Recommendation

Resolved: The accounts presented for payment were agreed:

Payee	Cheque No.	Details	Amount including VAT	VAT figure if applicable	Budget Heading
D G Davies	300166	December wages	158.19		Clerk's wages
HMRC	300167	PAYE December	39.40		Clerk's wages
Lothersdale Village Trust	300168	Room hire	49.00		Room hire
Cath Wilson	300169	Defibrillator cabinet door	105.00	21.00	Miscellaneous
		Total	372.59		

Signed –

Cllr E Cullen

Date – 8th February 2018

- A cheque for £6000 had been received from Lothersdale Parish Trust towards the playground.
- £8.00 cash had been received from the sale of a book of walks.

1/8 Planning

None

1/9 Correspondence

- Posters on bird flu, Craven District Council sponsored swim and a TV programme would be placed on the noticeboard.
- Notice of planning seminars.
- Planning approval notices for 2017/18779/TPO and 2017/18739/HH.
- Email from NYCC to say Glyphosate is used in the treatment of weeds and fully conforms to health and safety requirements.
- Email from Puddle explaining that the org.uk site would in time appear closer to the top on a Google search but that because it was only registered in June 2017 whereas the co.uk domain was registered in December 2010 it will appear lower at the moment.
- A quote from Morgan Sunley had been received but after the December meeting date and it was for a higher amount than agreed at that meeting (for various works in the recreation ground).
- Notice of YLCA Craven branch meeting.
- Craven District Council information on new data protection regulations.

1/10 Members community reports

A resident had reported that the Lothersdale signs were askew.

Repairs to noticeboards would be placed on February's agenda.

The Clerk had spoken to the Placement Coordinator for the Probation Service and been informed the men are fully supervised. **Cllrs E Cullen and C Cowgill would meet with him before February's meeting.**

1/11 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 8th February at 7.30pm in the Club House

The meeting closed at 9.15pm

Signed –

Cllr E Cullen

Date – 8th February 2018