**Eakring Parish Council Meeting**

Councillors are summoned to a meeting of the Eakring Parish Council on Wednesday 4th September 2024 at 7.30pm. To be held in Cator Hall, Eakring. The Public and Press are welcome to attend.

Issued 28th August 2024 by ***Susan Stack,*** Locum Clerk,

Cator Hall, Kirklington Road, Eakring, NG22 0DA. Tel 07708 663342

Email [Clerk@EakringParishCouncil.gov.uk](mailto:Clerk@EakringParishCouncil.gov.uk)

**Ahead of the meeting start representatives from the Solar Farm development will give a presentation and invite questions from residents.**

|  |  |  |
| --- | --- | --- |
| 88/24 | Apologies for absence | |
| 89/24 | Declaration of Councillors Interest;  Members must ensure that they complete the Declaration of Interest sheet prior to the start of the meeting in respect of items other than Disclosable Pecuniary Interests and must indicate the action to be taken (i.e. to  stay in the meeting, to leave the meeting or stay in the meeting to  make representations and then leave the meeting prior to any considerations or determinations of the item). Where a member indicates that they have an interest, but wish to make a representation regarding the item before leaving the meeting, those representations must be made under public participation The Declarations of Interests for matters other than Disclosable Pecuniary  Interests will be read out from the sheet and members will be asked to confirm that the record is correct.  Members declaring an interest other than a Disclosable Pecuniary Interest who wish to make representations or give evidence under the Code of Conduct relating to agenda items shall do so at this stage. | |
| 90/24 | Public Participation (maximum 15 minutes in accordance with Standing Orders) | |
| 91/24 | To receive only - Reports from Police, District and County Councillors | |
| 92/24 | To receive and approve – Minutes from meeting of 10th July 2024 | |
| 93/24 | To report – Matters arising from minutes not covered elsewhere on the agenda | |
| 94/24 | To receive only – Chairman’s announcements | |
| 95/24 | To discuss and comment on outstanding planning matters (others may be reported only at the meeting – no decisions permitted)   * [**Request for confirmation of Discharge of Condition 3 (Facing Materials) attached to PP 23/01527/HOUSE Single storey rear extension and alterations to dwelling and move LPG tank underground.**](https://publicaccess.newark-sherwooddc.gov.uk/online-applications/applicationDetails.do?keyVal=SHLIWWLB04M00&activeTab=summary)   School House Main Street Eakring NG22 0DD  Ref. No: 24/01376/DISCON | Received: Thu 01 Aug 2024 | Validated: Thu 01 Aug 2024 | Status: Registered   * [**Reduce height of fir tree by 2m to clear overhead cable**](https://publicaccess.newark-sherwooddc.gov.uk/online-applications/applicationDetails.do?keyVal=SHL4MOLB04M00&activeTab=summary)   The Cator Hall Kirklington Road Eakring NG22 0DA  Ref. No: 24/01371/TWCA | Received: Wed 31 Jul 2024 | Validated: Fri 09 Aug 2024 | Status: Registered   * [**Remove natural regeneration of elm trees along the boundary between St Andrew's Church and 'The Jays', Kirklington Road, Eakring**](https://publicaccess.newark-sherwooddc.gov.uk/online-applications/applicationDetails.do?keyVal=SHDJJ1LBHIS00&activeTab=summary)   St Andrews Church Kirklington Road Eakring  Ref. No: 24/01333/TWCA | Received: Mon 29 Jul 2024 | Validated: Tue 30 Jul 2024 | Status: Registered   * [**Rebuilding of former agricultural building to a dwelling to include an extension**](https://publicaccess.newark-sherwooddc.gov.uk/online-applications/applicationDetails.do?keyVal=SH2LAELBHFX00&activeTab=summary)Open for comment icon   Plot 4 Land Adjacent Fish Pond Farm Main Street Eakring NG22 0DD  Ref. No: 24/01307/FUL | Received: Tue 23 Jul 2024 | Validated: Wed 24 Jul 2024 | Status: Registered | |
| 96/24 | To receive and approve – Financial matters;  Receipts and payments made 1st July to 27th August   |  |  |  |  |  | | --- | --- | --- | --- | --- | | 01/07/2024 | 61 | **Firecrest UK** | Pat testing Chall | -£182.10 | | 01/07/2024 | 62 | **Susan Stack** | Episent 80gsm paper | -£23.99 | | 01/07/2024 | 63 | **Susan Stack** | Cromwell 100gsm paper | -£52.00 | | 01/07/2024 | 64 | **Susan Stack** | DDS Medical Defib pads | -£74.40 | | 01/07/2024 | 65 | **Nova Trade Frames** | Replacement units Cator Hall | -£173.18 | | 01/07/2024 | 66 | **Ken Peet** | Dacrylate Paint for Defib box | -£59.45 | | 01/07/2024 | 67 | **Ken Peet** | Nicohlas Jack Paint Defib box | -£4.54 | | 01/07/2024 | 68 | **Ken Peet** | Rainbow Chalk Paint Defib box | -£13.27 | | 01/07/2024 | 69 | **Ken Peet** | All Clearance Defib box | -£8.54 | | 01/07/2024 | 70 | **Ken Peet** | Relay Supplies defib box | -£12.50 | | 01/07/2024 | 71 | **Ken Peet** | Amazon Defib box | -£9.99 | | 01/07/2024 | 72 | **Ken Peet** | Shenzhenshi Defib box | -£8.53 | | 01/07/2024 | 73 | **Arthur J Gallagher** | Insurance all sites | -£2,923.70 | | 30 June 2024 | 74 | **Unity Trust** | Bank charges | -£18.00 | | 01 July 2024 | 75 | **M P** | Room Hire | £30.00 | | 04 July 2024 | 76 | **LC** | Room Hire | £22.50 | | 11 July 2024 | 77 | **Transfer between accounts** | |  | | 11 July 2024 | 78 | **M P** | Room Hire | £30.00 | | 12 July 2024 | 79 | **E-on** | Final electricity bill CH | -£142.56 | | 12 July 2024 | 80 | **Talk Talk** | Internet | -£39.30 | | 12 July 2024 | 84 | **M P** | Room hire | £30.00 | | 18 July 2024 | 85 | **NSDC** | Room Hire | £150.00 | | 22 July 2024 | 86 | **HMRC** | Vat Refund | £14,159.49 | | 22 July 2024 | 87 | **Staff** | Salary (ex hol) | -£14.40 | | 22 July 2024 | 88 | **Internal transfer** |  |  | | 24 July 2024 | 89 | **Jon Sweeney** | Ceiling Cator Hall | -£420.00 | | 24 July 2024 | 90 | **Susan Stack** | Skip Hire Playing Field | -£310.00 | | 24 July 2024 | 91 | **Sound systems** | Acoustic panels | -£6,464.40 | | 26 July 2024 | 92 | **K Peet** | Lumina Volunteer consumables | -£8.03 | | 26 July 2024 | 93 | **K Peet** | Amazon Volunteer consumables | -£97.36 | | 26 July 2024 | 94 | **K Peet** | Amazon Volunteer consumables | -£50.27 | | 26 July 2024 | 95 | **K Peet** | Amazon Volunteer consumables | -£5.65 | | 26 July 2024 | 96 | **K Peet** | Amazon Volunteer consumables | -£16.01 | | 26 July 2024 | 97 | **K Peet** | Rainbow Chalk Volunteer consumables | -£27.95 | | 26 July 2024 | 98 | **K Peet** | Banner GroupCleaning Materials Cator Hall | -£13.40 | | 26 July 2024 | 99 | **K Peet** | Storm trading Cleaning materials Cator Hall | -£11.99 | | 26 July 2024 | 100 | **K Peet** | Discounted Cleaning materiald Cator Hall | -£36.97 | | 26 July 2024 | 101 | **K Peet** | Flintoft Cleaning materials Cator Hall | -£19.34 | | 26 July 2024 | 102 | **K Peet** | Ningboshijah Cleaning materials Cator Ha;; | -£22.29 | | 26 July 2024 | 103 | **K Peet** | Shanghai laojlong Cleaning materials Cator Hall | -£14.01 | | 26 July 2024 | 104 | **K Peet** | Seep Living cleaning materials cator hall | -£9.21 | | 26 July 2024 | 105 | **K Peet** | Spot On Line Cleaning materials Cator Hall | -£11.84 | | 26 July 2024 | 106 | **K Peet** | Schenzhanshim Cleaning Cator Hall | -£10.00 | | 26 July 2024 | 107 | **K Baugh** | Grass Cutting | -£30.00 | | 29 July 2024 | 108 | **M Pe** | Hall Hire | £30.00 | | 30 June 2024 | 109 | **Bank Interest** | Received | £385.50 | | 05 August 2024 | 110 | **B** | Cator Hall Hire | £60.00 | | 08 August 2024 | 111 | **M P** | Cator hall hire Baby | £22.50 | | 09 August 2024 | 112 | **Talk Talk** | Internet | £(39.30) | | 09 August 2024 | 113 | **YU Energy** | Electricity CH | £(90.30) | | 09 August 2024 | 114 | **Baugh Horticulture** | Grass cutting CH | £(30.00) | | 15 August 2024 | 115 | **Staff** | Salary to 7/8 | £(198.20) | | 15 August 2024 | 116 | **R B** | Hall Hire | £22.50 | | 15 August 2024 | 117 | **K M** | Hall Hire | £60.00 | | 19 August 2024 | 118 | **C A** | Donation | £25.00 | | 19 August 2024 | 119 | **T A** | Hall Hire | £100.00 |   To approve accounts and bank reconciliation presented at the end of the agenda  To review and amend the budget for 2024/25 year as per report at the end of the agenda.  To note that the insurance renewal (item 73 above) reflects the revised premium based on the annual review of the Fixed Assets held and is significantly hogher than previous years due to the addition of the Play equipment.  Items to be authorised for payment (other items may be added to this list at the meeting)   |  |  |  |  | | --- | --- | --- | --- | | 120 | **Susan Stack** | Clerking and mileage July/Aug | -928.40 | | |
| 97/24 | To discuss – Request from WI to have free hire on 21st September for coffee morning in aid of charity (£26.25) | |
| 98/24 | To discuss quotations and actions regarding:   1. Quotations for Fire Service and linking to monitoring centre for Cator Hall 2. Quotations for installations for fitting CCTV 3. Notts CC Winter Service Order | |
| 99/24 | To adopt Risk Assessment policy for financial risk, procedural risk and physical risk.  Matters arising from RA of  Periodic inspection of play area, equipment and MUGA (quote received from Proludic or could ask NSDC for quotation).  Purchase One Drive for council records (currently running on mix of free versions of dropbox/onedrive so no security of service) | |
| 100/24 | To receive and accept the report of the External Auditor for 2023/24 year   * To affirm that risk assessments have been put in place and that VAT is being accounted for correctly moving forward * To issue the Notice of Conclusion of Audit notice immediately * To pay the external audit fee £378 including VAT   To appoint an Internal Auditor for 2024/25 year (EMAS quote £76) | |
| 101/24 | To report on response to requests for documentation and funds from Playing Field Committee including   * Minutes of meetings * Accounts for income and spend * Transfer of bank balance as at July meeting (when the committee was abolished * Details of service contracts and guarantees held   Any actions required as a result of the above. | |
| 102/24 | To record and give thanks for offers of assistance/donations received:   * £500 donation of wood cladding for the Oakring Room from Woodfords Brewery * Offer of lighting equipment from James Barrows (received) * £1000 donation towards cost of Cator Hall garden/fencing from N Bowring * £25 donation each received for loan of crockery August and September * Adoption of water trough by National Grid * Adoption of telephone box ? * Adoption of Mompessons cross by N Bowring and E Cottingham   Donations of work and materials (over £500) from ex. Nodding Donkeys | |
| 103/24 | To agree terms of reference and structure of Cator hall management committee (JP) |
| 104/24 | To discuss and vote on parish council providing application funding for music licence, TV licence and an application for a premise licence for the sale of alcohol. All the above to provide services that enhance the facilities for hirers and improve the commercial viability of the facility.  (JP) |
| 105/24 | To report on ongoing and potential projects from previous meetings (if available)   1. State of the footpath between Church Lane and Main St 2. Response from brewery regarding the condition of the pub. 3. Land in front of the Church it as severely overgrown 4. Possible date for the relaunch of Cator Hall 5. Cator hall garden - new fence, planters, furniture etc 6. Creating a community garden. 7. National Grid – agreement to adopt water trough 8. Update on the speed watch |
| 106/24 | Future projects:   1. Set budget for purchase of Christmas lights for Cator Hall tree 2. Christmas event at Cator Hall. 3. Replacement furniture in Oakring Room 4. Setting up Warm Hub group 5. Hive system for heating | |
| 107/24 | Date of next meetings; 9th October, 13th November, 11th December | |
| 108/24 | To resolve to exclude public and press | |
| 109/24 | To agree actions for future Clerking Services | |
|  |  | |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |
| |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **INCOME** |  | **BUDGET** |  |  | **ACTUAL** |  | **Suggested Rev. Sept 24** | | | Precept |  | 5632 |  |  | 2816 |  | 5632 |  | | VAT Reclaim |  | 0 |  |  | 14159 |  | 14159 |  | | Light source |  | 0 |  |  | 26397 |  | 26397 |  | | Wind farm |  | 0 |  |  | 0 |  | 7500 |  | | Rent |  | 0 |  |  | 0 |  |  |  | | Grants |  | 0 |  |  | 25 |  | 25 |  | | Playing Field |  | 0 |  |  | 1441 |  | 1441 |  | | Savings Interest |  | 0 | 5632 |  | 386 | 45224 | 700 |  | |  |  |  |  |  |  |  |  |  | | **EXPENSES** |  |  |  |  |  |  |  |  | | Staff Expenses inc PAYE | | -3450 |  |  | -2453 |  | -6000 |  | | Admin/ Audit fee |  | -540 |  |  | -70 |  | -460 |  | | Office Expenses |  | -200 |  |  | -260 |  | -400 |  | | Subs NALC/ICO/Rcan | | -165 |  |  | -130 |  | -250 |  | | Defib Box |  | -80 |  |  | -273 |  | -300 | Paint | | Insurance |  | -400 |  |  | -2924 |  | -2934 | Addl play equip | | Bank Charges |  | -72 |  |  | -39 |  | -72 |  | | Community |  | -100 |  |  | -81 |  | -150 |  | | ECHO/CAB donations | | -75 |  |  | 0 |  | -75 |  | | Dog Bins |  | -550 |  |  | -62 |  | -550 |  | | Clerk Mileage |  | 0 |  |  | -213 |  | -600 |  | | Cllr Training |  | 0 |  |  | -90 |  | -300 | poss bar training | | Playing Field |  | 0 |  |  | -258 |  | -1000 | repairs | | Website |  | 0 |  |  | -850 |  | -850 | New site/e-mails | | Defib |  | 0 |  |  | 0 |  | -150 | Pads/Batts | | Volunteers |  | 0 |  |  | -296 |  | -400 | Vol equipt/mtls | | Pmt7 |  | 0 |  |  | 0 |  |  |  | | Pmt8 |  | 0 | -5632 |  | 0 | -7999 |  |  | | VAT paid over |  |  |  |  |  | -1718 | -1718 |  | | **CATOR HALL INCOME AND EXPENDITURE** | |  |  |  |  |  |  |  | | Hall Hire |  | 0 |  |  | 1565 |  | 2250 |  | | Grants |  | 0 |  |  | 0 |  |  |  | | Other1 |  | 0 |  |  | 0 |  |  |  | | Other2 |  | 0 | 0 |  | 0 | 1565 |  |  | | Running Expenses |  | -5400 |  |  | -1405 |  | -5000 |  | | Capital Improvements | | -2000 |  |  | -5487 |  | -12000 |  | | PRS/ Alcohol Licence | | -1300 |  |  | -832 |  | -832 |  | | Repairs/ Testing |  | -1450 |  |  | -979 |  | -1450 |  | | Insurance |  | -550 | -10700 |  | 0 | -8704 | -550 |  | |  |  |  |  |  |  |  |  |  | |  |  |  | -10700.00 |  |  | 28368.51 | 22043 | Net Inc/yr | | | | | | |  |  |
| |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **EAKRING PARISH COUNCIL - Bank Reconciliation** | | | | | | | |  |  |  |  |  |  |  | |  |  |  |  |  |  |  | | Opening Bank Balances | |  |  |  |  |  | |  | Current | £ 9,169.17 |  |  |  |  | |  | Reserve | £ 45,664.75 |  |  |  |  | |  | Cator Hall | £ 1,601.35 |  |  |  |  | |  |  | £ 56,435.27 |  |  |  |  | |  |  |  |  |  |  |  | |  | Add receipts | £ 46,789.13 |  |  |  |  | |  |  |  |  |  |  |  | |  | Less Payments | -£ 18,420.62 |  |  |  |  | |  |  |  |  |  |  |  | |  | Closing Balance | £ 84,803.78 |  |  |  |  | |  |  |  |  |  |  |  | |  | Made up of: |  |  |  |  |  | |  | Current | £1,856.11 |  |  |  |  | |  | Reserve | £82,947.67 |  |  |  |  | |  | Cator Hall | - |  |  |  |  | | Signed as checked and approved by the Council | | | |  |  |  | |  |  |  |  |  |  |  | |  |  |  |  |  |  |  | |  |  |  |  |  |  |  | |  |  |  |  |  |  |  | | Chairman |  |  |  |  |  |  | |  |  |  |  |  |  |  | |  |  |  |  |  |  | |

