

Eakring Parish Council Meeting

Councillors are summoned to a meeting of the Eakring Parish Council on Wednesday 14th November 2024 at 7.30pm. To be held in Cator Hall, Eakring. The Public and Press are welcome to attend.

Issued 7th November 2024 by **Susan Stack**, Clerk/RFO
Cator Hall, Kirklington Road, Eakring, NG22 0DA. Tel 07708 663342
Email Clerk@EakringParishCouncil.gov.uk

129/24 Apologies for absence

130/24 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.

131/24 Public Participation (maximum 15 minutes in accordance with Standing Orders)

132/24 To receive only - Reports from Police, District and County Councillors

133/24 To receive and approve – Minutes from meeting of 9th October 2024

134/24 To report – Matters arising from minutes not covered elsewhere on the agenda

135/24 To receive only – Chairman's announcements

136/24 To invite representations from and vote on appointment(s) to the office of Councillor

137/24 To discuss and comment on outstanding planning matters (others may be reported only at the meeting – no decisions permitted)

- [Application for a non-material amendment to allow for the installation of a filter trench attached to planning permission 12/01594/FULM.](#)

Bilthorpe Disused Colliery Eakring Road Bilthorpe

Ref. No: 24/01684/NMA | Received: Mon 23 Sep 2024 | Validated: Mon 23 Sep 2024 | Status: Registered

- [Request for confirmation to discharge condition 5 \(windows and doors\) attached to planning permission 24/00694/HOUSE Erection of detached Garden Room](#)

The Barn Sikey Lane Eakring NG22 0DD

Ref. No: 24/01650/DISCON | Received: Mon 16 Sep 2024 | Validated: Mon 16 Sep 2024 | Status: Registered

- [Request for confirmation to discharge condition 4 \(roof tiles\) attached to planning permission 24/00694/HOUSE Erection of detached Garden Room](#)

The Barn Sikey Lane Eakring NG22 0DD

Ref. No: 24/01652/DISCON | Received: Fri 13 Sep 2024 | Validated: Fri 13 Sep 2024 | Status: Registered

138/24 Financial matters;

- a) To note that a DD has been set up with HMRC for PAYE payments
- b) To discuss and note we have had to pay an outstanding HMRC fine and interest accumulated during a six month period in 2022 that has come to light and was continuing to accrue interest £322.92

- c) To note that a card reader, as part of a larger EPOS system has been acquired on a minimum 12 months contract. To agree to set up a Direct Debit for EPOS to pay the monthly subscription fee £45 plus VAT
- d) To receive and agree to implement the NJC pay scale increases from April 2024. Clerk's pay to rise by 61p p/hr backdated to September 24
- e) To note that in spite of numerous E-mails PPR/PPS have continued to fail to respond within their own set down timescales. New income figures for last 3 financial years have been sent 1st Nov requesting a review.
- f) To note that a request to remove ex-Councillors from Unity Trust bank has been submitted
- g) To note that a request for a debit card has been submitted and we await the outcome
- h) Receipts and payments since last meeting to 31st October 2024

07-Oct-24	144	WI	Room rental	£240.00
07-Oct-24	145	M Peet	Baby Club Sept	£30.00
08-Oct-24	146	Coupland	Room Rental St Andrews	£30.00
11-Oct-24	147	Talk Talk	Internet	£(39.30)
15-Oct-24	148	B Hall	Holiday Pay	£(16.64)
15-Oct-24	149	Identitag	Plaques	£(64.78)
15-Oct-24	150	Baugh Horticulture	Mow Pfield/C Hall	£(110.00)
15-Oct-24	151	Susan Stack	Salary Sept	£(458.80)
15-Oct-24	152	Susan Stack	Mileage Sept	£(79.20)
15-Oct-24	153	B Hall	Salary Sep/Oct	£(136.80)
15-Oct-24	154	NSDC	Dog bin emptying	£(143.52)
15-Oct-24	155	Susan Stack	Holiday Pay	£(55.41)
17-Oct-24	156	Transfer	Deposit to current	
18-Oct-24	157	Susan Stack	CCTV Equipment	£(1,389.85)
18-Oct-24	158	London Hearts	Defibrillator and case	£(900.00)
18-Oct-24	159	Susan Stack ref Microsoft	One Drive subscription	£(19.99)
24-Oct-24	160	HMRC	PAYE	£(80.00)
25-Oct-24	161	EPOS Now	CH payment/stock system	£(109.07)
25-Oct-24	162	Signs of Cheshire	Notice Board keys	£(12.50)
29-Oct-24	163	Ulyett Landscapes	Damaged window payment	£35.38
29-Oct-24	164	HMRC	Penalty fine and interest ref 2022/23 year	£(322.92)

- i) To approve accounts and bank reconciliation presented at the end of the agenda
- j) To review items to be included in the 2025/26 budget for finalising in December
- k) To note the 2024/25 NSDC Band D precept figures for Eakring compared with other parished areas.
- l) To note that windfarm grant has been received £7,500 on 4th November
- m) Items to be authorised for payment (other items may be added to this list at the meeting)

Susan Stack	Salary Oct (plus Sept backpay)	-488.13
Susan Stack	Holiday pay Oct (plus Sept backpay)	-58.84
Susan Stack	Mileage 2 visits	-34.20
YU Energy	Electricity CH	76.11
NSDC	Playground Inspection	90.00

- 139/24 To discuss quotations and actions regarding:
- Quotation from Macaw security for various electrical works
 - Quotation from Plantscape for 30 half circle lamp post baskets
 - Quotation from Plantscape for 30 solar Christmas trees on lamp posts
 - Potential need for lamp post testing (for b) and c) above)
 - Purchase of replacement window (re-imbursed by contractor) £35.38
 - Quotations received for signage at Playing Field (£73 and £90 plus VAT)
 - Purchase of cones for use on Kirklington Road (JP) Approx cost £80 for 12
 - To purchase a mini safe to hold internal keys and confidential items
- 140/24 Matters relating to Cator Hall Management Committee:
- To receive and accept minutes of meeting held
 - Decisions arising from the Management Committee meeting
 - Damage caused by hirers to the Cator Hall and actions to be taken
 - Request for favourable rates (Children in need 15th Nov and any others)
 - Agree Terms and Conditions
 - Installation of Fire Assembly point notice
 - Awarding of Tender for brewery appointment (if available)
 - To order a licencing plaque
 - To order 24 replacement chairs for Oakring Room (up to £1,250) in addition to four samples already purchased (approx. £265)
 - To purchase coffee machine for the Oakring Room (up to £1.100 including initial stock)
 - To purchase a TV for the Oakring Room (up to £600)
 - To purchase a wireless PA system for the Centre (up to £600)
- 141/24 To report on ongoing and potential projects from previous meetings (if available)
- Update on the speed watch
 - Remembrance 2024 – review of 2024 event and changes for 2025
 - Road signs – S115 application has been submitted
 - State of grass verges and footpaths and byways(e-mailed Scott 20th/25th Oct)
 - Floral displays on lamp posts (for 2025) S115 has been submitted
 - Christmas solar trees on lamp posts S115 has been submitted
 - CCTV installation
 - Defibrillator training
 - Defib unit on Playing Field – received and ready pending power supply
 - Flood resilience grant application – note Clerk has submitted a suitable application to NSDC
 - To fit lock on cleaning cupboards
 - Solar panels for Cator Hall – e-mailed Linda Tift for advice 21/10
 - Great Northern Solar park – have requested hall hire for stage 2 consultation
- 142/24 To note;
- Receipt of Playground report carried out by NSDC
 - Instigation of weekly checks of playground by SH based on checklist
 - That the Defibrillator has been checked

143/24 To agree various procedural matters:

- a. To resolve that Councillors will commit to monitoring their e-mails regularly and will respond if requested to by a fellow Councillor or the Clerk. If a councillor does not respond within 72 hours then it will be assumed that they have no objections or observations to add to the matter concerned and the Clerk or designated Councillor will progress pre agreed/delegated matters based on a majority of those responding.
- b. To delegate 1 or 2 Councillors to decide on the content, design and dates of issue relating to Newsletters along with the Clerk who will ensure the content is accurate/legal to print and produce them for distribution. The Chairman will continue to write a report.
- c. To enter into a Council mobile 'phone contract and handset to enable the use of Whatsapp and similar communication options, to improve GDPR and continuity risk (many items including the bank to HMRC matters are linked to secure mobile confirmation numbers/codes being sent).
- d. To delegate authority to the Chairman of the Cator Hall Committee and Clerk to pursue funding applications in relation to the Village Hall and Community events. An initial example would be to continue the upgrade of the hall. Any successful applications to go to Full Council for approval.
- e. To delegate authority to the Chairman of the Council and Clerk to pursue funding applications into all other Parish Council responsibilities (eg. Community group support such as Speedwatch, Flood resilience, Neighbourhood watch etc) Any successful applications to go to Full Council for approval.
- f. To instigate for a six month trial period a "Question the Clerk" session to be held every month on the Friday morning immediately before a Council meeting at the Cator Hall/Daffodil tea room to give everyone opportunity to meet in a daytime and pass on/ask anything they want to know in time for it to potentially go on the agenda in a timely fashion.
- g. To adopt NALC model Sexual and general Harassment policy
- h. To delegate to 1 or 2 Councillors and the Clerk to update and expand the village Emergency plan

144/24	Date of next meetings; 11 th December 2025 – 8 th January, 12 th February, 12 th March, 9 th April, 14 th May (incl Annual PM)
145/24	To resolve to exclude public and press
146/24 147/24	To discuss unpaid hall hire accounts and agree actions

EAKRING PARISH COUNCIL - Accounts as at 30th October 2024

INCOME

	BUDGET		ACTUAL		Info for BUDGET FOR 2025/26
Precept	5632		5632		To be set after budget process
VAT Reclaim	14159		14159		3000
Light source	26397		26397		25000
Wind farm	7500		0		7500
Other Income	0		35		
Grants	25		225		
Playing Field	1441		8025		
Savings Interest	700	55854	950	55424	750

EXPENSES

Staff Expenses inc PAYE	-6000		-4168		-11500	Addl Beth NI
Admin/ Audit fee	-460		-385		-460	
Office Expenses	-400		-296		-1000	? Laptop
Subs NALC/ICO/Rcan	-250		-130		-500	
Defib Box	-300		-273		-200	Electricity
Insurance	-2924		-2924		-3500	
Bank Charges	-72		-57		-80	
Community	-150		-245		-500	
ECHO/CAB donations	-75		0		-100	
Dog Bins	-550		-182		-550	
Clerk Mileage	-600		-361		-650	
CLlr Training	-300		-90		-300	
Playing Field	-1000		-338		-1300	£300 insp/£1000 repairs
Website	-850		-881		-500	
Defib	-150		-750		-200	Pads/batt
Volunteers	-400		-296		-400	
S137	0		-25		-50	wreath
Fines	0	-14481	-323	-11723		
VAT paid over				-2314	0	

CATOR HALL INCOME AND EXPENDITURE

Hall Hire	2250		1865		3000	
Grants	0		0		0	
Other1	0		0		0	
Other2	0	2250	0	1865	0	
Running Expenses	-5000		-1770		-5000	
Capital Improvements	-12000		-12166			
PRS/ Alcohol Licence	-832		-1225		-1000	
Repairs/ Testing	-1450		-979		-1500	
Insurance	-550	-19832	0	-16139	-600	
	23791.00		27112.48		9360	Net Inc/yr

Potential new items:
Flowers 30 lamp posts

EAKRING PARISH COUNCIL - Bank Reconciliation 30th Oct 2024

Opening Bank Balances

Current	£ 9,169.17
Reserve	£ 45,664.75
Cator Hall	£ 1,601.35
	£ 56,435.27

Add receipts £ 57,288.94

£
27,112.48

Less Payments -£ 30,176.46

Closing Balance £ 83,547.75

Made up of:

Current	£1,035.49
Reserve	£82,512.26
Cator Hall	-