

Eakring Parish Council Meeting

Councillors are summoned to a meeting of the Eakring Parish Council on Wednesday 11th December 2024 at 7.30pm. To be held in Cator Hall, Eakring. The Public and Press are welcome to attend.

Issued 5th December 2024 by **Susan Stack**, Clerk/RFO
Cator Hall, Kirklington Road, Eakring, NG22 0DA. Tel 07708 663342
Email Clerk@EakringParishCouncil.gov.uk

147/24 Apologies for absence

148/24 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.

149/24 Public Participation (maximum 15 minutes in accordance with Standing Orders)

150/24 To receive only - Reports from Police, District and County Councillors

151/24 To declare a vacancy following the resignation of Cllr J Parks

152/24 To invite representations from and vote on appointment(s) to the office of Councillor

153/24 To receive and approve – Minutes from meeting of 13th November 2024

154/24 To report – Matters arising from minutes not covered elsewhere on the agenda

155/24 To receive only – Chairman's announcements including:

- Thanks to Mark Hazzard for mounting the volunteer plaques.
- Thanks to everyone who helped with the Remembrance poppies and Christmas lights

156/24 To discuss and comment on outstanding planning matters (others may be reported only at the meeting – no decisions permitted)

- [Single storey rear extension.](#) 

Manor Farm Bilsthorpe Road Eakring NG22 0DG

Ref. No: 24/02052/HOUSE | Received: Fri 22 Nov 2024 | Validated: Mon 25 Nov 2024 | Status: Registered

- [Deodar Cedar - Fell to ground level](#)

Cratley Back Lane Eakring NG22 0DJ

Ref. No: 24/01978/TWCA | Received: Fri 08 Nov 2024 | Validated: Fri 08 Nov 2024 | Status: Registered

- [Application for removal of 30 metres of hedgerow which is dying](#) 

10 Triumph Close Eakring NG22 0DP

Ref. No: 24/01939/HRN | Received: Mon 04 Nov 2024 | Validated: Mon 04 Nov 2024 | Status: Registered

- [Replacement single-storey rear extension and demolition of conservatory.](#) 

Ancaster Villa Back Lane Eakring NG22 0DJ

Ref. No: 24/01748/HOUSE | Received: Wed 02 Oct 2024 | Validated: Thu 24 Oct 2024 | Status: Registered

- a) The matter with PRS/PPL is still under way. We hope to get a refund for 24/25 year and we now have a “case manager”
- b) Receipts and payments since last meeting to 30th November 2024

31-Oct-24	165	Unity Trust	Bank charges	£(5.40)
04-Nov-24	166	Bilsthorpe Windfarm	Annual donation	£7,500.00
06-Nov-24	166.1	Transfer	Transfer of balance	£(6,000.00)
15-Nov-24	various	STAFF	Various staff pay	-708.33
15-Nov-24	169	Susan Stack	Mileage 2 visits	£(34.20)
09-Nov-14	170	YU Energy	Electricity CH	£(76.11)
15-Nov-24	171	NSDC	Playground Inspection	£(90.00)
15-Nov-24	174	Beth Hall	Expenses Diary	£(3.25)
15-Nov-24	175	Ken Peet	CCTV Cleaning cupboard lock	£(69.00)
15-Nov-24	176	Ken Peet	Poppy appeal	£(24.49)
15-Nov-24	177	Ken Peet	Screwfix CCTV materials	£(8.37)
15-Nov-24	178	Ken Peet	Screwfix Oakring Tables	£(63.95)
15-Nov-24	179	Ken Peet	Wickes Ramp repair	£(10.00)
15-Nov-24	180	Susan Stack	Corporate Xmas Tree	£(158.48)
15-Nov-24	181	Susan Stack	Lights for fun Reindeer	£(126.99)
15-Nov-24	182	Susan Stack	Christmas Direct Xmas lights	£(204.97)
15-Nov-24	183	EPOS Now	Swipetest	£0.99
12-Nov-24	184	Talk Talk	Internet	£(39.30)
06-Nov-24	185	HIRER	CH Room hire	£15.00
18-Nov-24	186	EPOS Now	Bar receipts	£44.65
19-Nov-24	187	HIRER	CH Hire	£22.50
21-Nov-24	188	Transfer deposit	tferr	£2,000.00
21-Nov-24	189	Thorpe Baby Club	CH Hire	£30.00
23-Nov-24	190	Transfer deposit	tferr	£2,000.00
25-Nov-24	191	HIRER	CH Hire	£50.00
25-Nov-24	192	EPOS Now	CH Hire	£417.41
25-Nov-24	193	Susan Stack	Phone handset	£(78.89)
25-Nov-24	194	Susan Stack	Giff Gaff SIM only	£(10.00)
25-Nov-24	195	Susan Stack ref Argos	CH Coffee Machine	£(854.00)
25-Nov-24	196	Macaw Security	Fire Check	£(120.00)
25-Nov-24	197	Susan Stack	Chairs for CH	£(1,016.97)
25-Nov-24	198	Joe Parks ref Hallwood limited	Chairs for CH	£(149.99)
25-Nov-24	199	Joe Parks ref Amazon	Chairs for CH	£(109.98)
25-Nov-24	200	Macaw Security	Switches/bulbs/Hive CH	£(814.00)
25-Nov-24	201	WI	CH hire Oct/Nov	£120.00
26-Nov-24	202	EPOS Now	Charges	£(54.00)
27-Nov-24	203	HIRER	Ch Hall hire xmas	£45.00
30-Nov-24	204	Unity Trust	Charges	£(6.00)

- c) To approve accounts and bank reconciliation presented at the end of the agenda

- d) To review and agree the 2025/26 budget
- e) To set the precept for 2025/26
- f) To sign Direct Debit to Woodfordes Brewery for bar stock subject to a Councillor or approved representative signing the delivery notes.
- g) To note that we have been successful in obtaining funding for up to £2,500 of flood assistance from NSDC
- h) Items to be authorised for payment (other items may be added to this list at the meeting)

various	STAFF	Salaries and hol Nov	£(624.67)
207	Susan Stack	Nov mileage	£(51.30)
210	Joe Parks	Xmas decorations	£(43.85)
211	Joe Parks	Bar Stock (no vat)	£(28.21)
212	Ken Peet	Nisbeth Cleaning Matls CH	£(54.30)
213	Woodfordes	Bar Stock (no vat)	£(90.00)
214	Woodfordes	Bar Stock (no vat)	£(336.90)

158/24 To discuss any quotations received

159/24 Matters relating to Cator Hall Management Committee:

- To elect a Council members to the Committee following the resignation of Cllrs Parkes and Clifford OR suspend the Committee until further notice
- To receive and accept a summary of meeting held Dec 5th (minutes are not applicable as there were not enough Councillors present)
- To agree the decisions arising from the Management Committee summary
 - Bake off (community event – no cost except “free” hall hire)
 - New year’s Eve (cost of 12x Prosecco approx. £80-100 and “free” hall hire)
- Potential Burns night 18th January (poss date change no cost “free” hall hire)
- ***Other ideas were discussed but are yet to be firmed up and will come to Committee/Council at another meeting.*
- To receive and approve the summary of receipts, payment and stock.
- To introduce excel spreadsheet for future meetings to aid understanding.
- To draw up a Risk Assessment and procedure for the Cash sales to reconcile to the EPOS system
- Request for favourable rates (if any)
- Installation of Fire Assembly point notice
- Purchase watertight mail box to double as suggestion box (replace existing)
- Toilet seat in Gents toilet
- Volunteer needed for booking Clerk role including Hive heating controller. Suspend all non regular bookings until one is found
- Introduce electronic booking system – delegate to 2 Cllrs to select one up to a budget of £15 (ex vat) per month.

160/24 Other Cator Hall matters:

- a. To designate three people to undergo EPOS stock control training
- b. To introduce excel spreadsheet for future meetings to aid understanding.
- c. To restrict access to CCTV to on site playback only with added security in place that the access code be retained on the Council mobile. In the event of access being required this code will be issued and subsequently changed until the next event.
- d. To adopt an overall CCTV policy

- e. To draw up a Risk Assessment and procedure for the Cash sales to reconcile to the EPOS system
- f. To designate CCTV operators to access the system in the case of an event as per c) above, and task with drawing up a code of conduct for the role.
- g. To set earliest opening time and latest closing times at the monitoring station for the alarm as follows:

Sunday	8am	8pm
Monday	8am	10pm
Tuesday	8am	10pm
Wednesday	8am	10pm
Thursday	8am	10pm
Friday	8am	12am
Saturday	8am	12am

162/24 To report on ongoing and potential projects from previous meetings (if available)

- a. Update on the speed watch
- b. State of grass verges and footpaths and byways(e-mailed Scott 20th/25th Oct)
- c. Defib unit on Playing Field – quotation expected shortly
- d. Solar panels for Cator Hall – e-mailed Linda Tift for advice 21/10
- e. Great Northern Solar park
- f. Lamp posts
- g. Village signs final installation date

163/24 To note - Playground and defib inspected (SH/SS)

164/24 To resolve to exclude public and press

165/24 To clarify the role and working hours of the Clerk as follows:
The Clerk will work her 7 hours per week between Monday and Wednesday (only).

The Clerk will not undertake any social posting on the website or facebook except for Statutory notices (such as Agenda and Minutes, Notices and similar).

EAKRING PARISH COUNCIL - Accounts as at 30th November 2024							
<u>INCOME</u>		BUDGET			ACTUAL		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			7500		7500
Other Income		0			35		
Grants		25			225		
Playing Field		1441			8025		
Savings Interest		700	55854		950	62924	750
<u>EXPENSES</u>							

Staff Expenses inc PAYE		-6000			-4876		-11500	Addl Beth NI
Admin/ Audit fee		-460			-385		-460	
Office Expenses		-400			-385		-1000	? Laptop
Subs NALC/ICO/Rcan		-250			-130		-500	
Defib Box		-300			-273		-200	Electricity
Insurance		-2924			-2924		-3500	
Bank Charges		-72			-68		-80	
Community		-150			-245		-500	
ECHO/CAB donations		-75			0		-100	
Dog Bins		-550			-182		-550	
Clerk Mileage		-600			-395		-650	
Cllr Training		-300			-90		-300	
Playing Field		-1000			-413		-1300	£300 insp/£1000 repairs
Website		-850			-881		-500	
Defib		-150			-750		-200	Pads/batt
Volunteers		-400			-296		-400	
S137		0			-45		-50	wreath
Fines		0	-14481		-323	-12661		
VAT paid over						-2645	0	
CATOR HALL INCOME AND EXPENDITURE								
Hall Hire		2250			2103		3000	
Bar receipts		0			463		0	Needs to be decided
Other1		0			0		0	
Other2		0	2250		0	2566	0	
Running Expenses		-5000			-1878		-5000	
Bar Stock and events								Needs to be decided
Capital Improvements		-12000			-14520			Needs to be decided
PRS/ Alcohol Licence		-832			-1225		-1000	
Repairs/ Testing		-1450			-2039		-1500	
Insurance		-550	-19832		0	-19662	-600	
			23791.00			30521.39	9360	Net Inc/yr
							Potential new items:	
								Flowers 30 lamp posts
								Christmas lights 30 lamp posts
								CH Furniture
								CH Solar panels
								Community Event budget
								Annual mowing costs (nett)
							Potential Reserves for:	
							25000	Cator Hall contingency
							10000	Playing Field contingency
							3000	General asset loss contingency

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	£ 65,489.49
Less Payments	-£ 34,968.10
Closing Balance	£ 86,956.66
Made up of:	
Current	£2,444.40
Reserve	£84,512.26

My accounts

 Download balances

Eakring Parish Council

£ 86,956.66

20427427 · [Instant Access](#)

£ 84,512.26

Available: £ 84,512.26

20427414 · [Current T1](#)

£ 2,444.40

Available: £ 2,444.40