

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

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.](#)

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](#)

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](#)

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](#) 

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;

1 eakring-pc-parish-council-agenda-4th-september-2024.docx

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 Group Cleaning 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 higher 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
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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:
a. Quotations for Fire Service and linking to monitoring centre for Cator Hall
b. Quotations for installations for fitting CCTV
c. 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
- 103/24 Donations of work and materials (over £500) from ex. Nodding Donkeys
To agree terms of reference and structure of Cator hall management committee (JP)
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- 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)
- a. State of the footpath between Church Lane and Main St
 - b. Response from brewery regarding the condition of the pub.
 - c. Land in front of the Church it as severely overgrown
 - d. Possible date for the relaunch of Cator Hall
 - e. Cator hall garden - new fence, planters, furniture etc
 - f. Creating a community garden.
 - g. National Grid – agreement to adopt water trough

h. Update on the speed watch

106/24 Future projects:

- a. Set budget for purchase of Christmas lights for Cator Hall tree
- b. Christmas event at Cator Hall.
- c. Replacement furniture in Oakring Room
- d. Setting up Warm Hub group
- e. 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
Insurance	-400		-2924	-2934
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
Playing Field	0		-258	-1000
Website	0		-850	-850
Defib	0		0	-150
Volunteers	0		-296	-400
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

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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
	<u>£ 56,435.27</u>

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

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Chairman

Eakring Parish Council

£ 84,803.78

20427427 • [Instant Access](#)

£ 82,947.67

Available: £ 82,947.67

20427414 • [Current T1](#)

£ 1,856.11

Available: £ 1,856.11