

Caythorpe Parish Council

Minutes of the meeting held on 4 July 2017 at Caythorpe War Memorial Hall

Actions

Attendance and Declarations

Attendees: No members of the public

Cllr Cons, Cllr Harbidge, Cllr Boon and Cllr King

17/50 Apologies: Cllr Priestley, Cllr Duff & DC Cllr R Jackson

17/51 **To open the meeting to the public**

17/52 **Meeting closed to members of the public.**

17/53 Declarations: None

17/54 To approve the minutes of 9 May 2017 All agreed as correct.

To approve the minutes of the 6 June 2017 – alteration needed as “To consider other banks including Post Office because the Parish Council is dissatisfied with Yorks bank. Clerks action to look at other accounts”.

Clerk to amend minutes and bring to September meeting for approval.

NSDC – update from Roger Jackson

17/55 – none

Finances

17/56 No notifications of grants available.

17/57 Financial statement May 2017

	This month	Balance left of total	Original Budget
Receipts			
precept	0		
donations	0		
CCTV	0		
Allotments	0		
Grants from NSDC	0		
HMRC refund	0		
Misc	0		
Total	0		
Payments			
Subscriptions	0		
Insurance	0		
Allotments	0		
Training	0		
Staff costs	0		
website costs	0		
HMRC refund	0		
Dog bin emptying	0		
Xmas hamper	0		
misc/cctv	0		
Total	0		
BALANCE C/F 1.5.17	£4,367.55	balance in current a/c	£4,367.55 (includes CIL £
plus receipts	0	balance in deposit a/c	£0.00
less expenses	0		
Total	£4,367.55		

Financial statement June 2017

	This month	Balance left of total	Original Budget
Receipts			
precept	0		
donations	0		
CCTV	0		
Allotments	0		
Grants from NSDC	0		
HMRC refund	0		
Misc			
Total	0		
Payments			
Subscriptions	0		
Insurance	168		
Allotments	0		
Training	0		
Staff costs	0		
website costs	0		
HMRC refund	0		
Dog bin emptying	0		
Xmas hamper	0		
misc/cctv	0		
Total	0		
Balance c/f 1.6.2017	4367.55		
plus receipts	0	balance in current a/c	£4,199.55 (includes CIL £710.34 & balance of transparency fund £354.50)
less expenses	168	balance in deposit a/c	£0.00
Total	4199.55		

17/58 To approve accounts for payment – approved.
All in favour.

Accounts for payment July 2017

			VAT
K Price- April, May & June net	Salary	£150.10	£0.00
K Price Amazon	Flash drive memory sticks	£16.91	£3.38
	Total	£167.01	£3.38

Flood Warden's Report

17/59 Nothing to report

Neighbourhood Watch

17/60 Nothing to report

Planning Applications

17/61 None

Decisions

17/62 None

Matters Arising

17/63

Revised Standing Orders. - amendment agreed.
Proposed Cllr Harbidge, seconded Cllr Cons. All in favour.

Clerk to have website updated.

CCTV Security – The Parish Council had discussions with Magpie Security about Caythorpe's security needs. They were going to charge the village £20 per visit which exceeds our budget for this. Caythorpe are to consider having a free months trial and also to involve the surrounding villages of Oxton, Lowdham, Hoveringham, Gunthorpe, Thurgaton and Gonalston to try to obtain a reduced charge. Paul King to make further enquiries

Dog fouling in Rae's Meadow. Laminated signs have been put up.

Clerk has paid insurance.

Clerk will check the amount of Village Hall charges which have been paid and then the balance of £65 total will be paid.

Clerk to pay £50 to Village Hall and include on accounts for payment

Memory sticks for back up for computer have been purchased and are in use.

Upkeep of Highways/Village facilities

17/64 Village Show – The Parish Council are to take their free dog poo bags with them to give out to the attendees. A display of pictures of the Councillors, how to contact them, their biography is being produced on an A2 poster at an agreed cost of up to £15. This will then be mounted on wood at no cost to the Parish Council by Cllr Boon for hanging in the marquee.

Cllr Cons to pay for poster and provide receipts in order to be reimbursed.

17/65 Funding for Village Hall garden – The Parish Council have been approached for funding which will cover bringing in top soil by Pia Perry and Paul King to ask for money for purchasing plants for shaded areas. Cllr King suggested that it might cost up to £50. Proposed by Cllr Harbidge, seconded Cllr Cons. All in favour. Once finalised the Village Hall Committee will also be approached to ask if they

Cllr King to purchase plants and give receipts to Clerk in order to be reimbursed.

would like to contribute as this is church and village hall property. The only involvement the Parish Council has is that Councillor King is one of the volunteers working to improve this focal point in the village.

Any other Correspondence

17/66

The culvert opposite The Byars has been reported by a resident as still non-flowing. Councillor Jackson did make enquiries about the culvert and that a camera had been used but the Parish Council do not know the results.

Internet banking has been set up with Yorkshire Bank pending changing to another bank.

Finance for Clerks on 20 September is a course which the Clerk would like to attend but as the course costs £60 then she is to investigate other options such as her other Parish Council paying half or checking if the course is run by LRALC instead.

Gary Grey has completed painting of the phone box/Library the Parish Council would like to express their gratitude, and the clerk will write to Gary to thank him.

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Cllr Boon asked if clerk would only send Caythorpe's planning applications or ones which affect Caythorpe through from website instead of all of them which can be Gunthorpe/Lowdham/East Bridgford

Clerk asked to raise liaison over planning applications from Newark and Sherwood DC to make sure Caythorpe do not get missed off.

Clerk raised an administration matter that quotations obtained by the Parish Council for work done, should be put on the website. Terms of Reference are to be re-looked at for the level we use to obtain quotes and that three quotes will always be obtained to check at what level of costs multiple quotes are required. To this end it was queried whether the Parish Council should obtain additional quotes for security.

If any planning applications are received which would normally go to an August meeting (PC does not have an August meeting) then Clerk will try to obtain extension or arrange an Extraordinary PC meeting.

Clerk asked to hold back any electronic emails until

Clerk to contact Cllr Jackson about the results.

Clerk to open an account with another bank.

Clerk to investigate options

Clerk to send thank you letter

Clerk to only send Caythorpe Planning Applications or ones which affect Caythorpe to Cllrs

Clerk to liaise with Cllr Jackson about planning applications.

Cllr Duff and Cllr Cons to re-look at Terms of Reference and bring to next meeting for Councillors to note.

Cllr King to obtain further quotes.

Clerk to check dates when planning applications need decisions, if any are received.

after the appropriate meeting, or to arrive with the agendas if for discussion, to avoid information coming in drabs and drabs, at the risk of important information being missed.

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Meeting closed 9.20pm

