

Abinger Parish Council

Abinger Common, Abinger Hammer, Forest Green, Oakwood Hill & Walliswood

Minutes of APC Council Meeting held on 27th November 2023 at 7pm

Venue	Okewood Hill Village Hall
Councillors	Paul Cleaver (PC), Deardre Cunningham (DC), Maria Belcher (MB) Ed Bigland (EB) Ros Doree (RD) Eliza Rudkin (ER) Philip Rawlings (PR) Lin Roworth-Stokes (LRS)
Clerk	Beccy Anderson (BA)
Attending	Paul Cleaver (PC) Deardre Cunningham (DC), Maria Belcher (MB) Ros Doree (RD) Ed Bigland (EB)
Item	
1	Attendance and Apologies for Absence - EB, PR & LRS
2	Declarations of Interest – All councillors are the trustee for APRGC.
3	Public Question Time <ul style="list-style-type: none">A member of the public attended to asking about footpaths gates at Forest Green. The Chair explained that the PC originally agreed to replace 3 stiles at FG with new gates but only one new gate was installed as the other new gates were refused by landowners.
4	Approval of the Minutes of the Parish Council meeting held on 16th October 2023 <ul style="list-style-type: none">The Minutes of the meeting having previously circulated were taken as read and approved.
5	Matters arising from previous Minutes - None
6	Chairs Announcements <ul style="list-style-type: none">The Chair spoke and announced (1) There had been interest in residents wishing to volunteer for the Wotton & Abinger Flower Show (2) Defibrillator training – this is still outstanding. The Clerk agreed to contact residents groups to gauge interest in the training (3) The Volunteer – The Chair reported the planning application had been refused and the Community Group who made the application for the pub to be an ‘Asset of Community Value’ are looking at the next steps to try and maintain the Volunteer as a public house rather than an Air B&B.

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Minutes of the Council Meeting held on 21 November 2023 at 7pm

7	<p>To receive Clerk's financial report and to authorise issue of cheques.</p> <ul style="list-style-type: none">• (a) Approve bank reconciliation – Councillors approved the October 2023 bank reconciliation.• (b) Approve payments – The payments for November 2023 were approved. <table><tr><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td>NOVEMBER 2023 PAYMENTS</td><td></td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td></td><td>Evelyn Hall</td><td>Hall Hire June, Aug & Oct 2023</td><td>90.00</td></tr><tr><td></td><td>HMRC</td><td>Clerk's Paye & NI Nov 2023</td><td>614.50</td></tr><tr><td></td><td>Rebecca Anderson</td><td>Clerk's expenses Oct 2023</td><td>90.65</td></tr><tr><td></td><td>Rebecca Anderson</td><td>Clerk's backdated pay rise April to November 2023</td><td>436.76</td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td>TOTAL</td><td>1,231.91</td></tr></table> <ul style="list-style-type: none">• (c) Councillors discussed and approved the 2024/2025 Budget noting the agreed Precept request of £52,800.							NOVEMBER 2023 PAYMENTS							Evelyn Hall	Hall Hire June, Aug & Oct 2023	90.00		HMRC	Clerk's Paye & NI Nov 2023	614.50		Rebecca Anderson	Clerk's expenses Oct 2023	90.65		Rebecca Anderson	Clerk's backdated pay rise April to November 2023	436.76							TOTAL	1,231.91
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8	<p>2023/2024 Pay agreement.</p> <ul style="list-style-type: none">• Councillors noted the NJC pay agreement for 2023/2024 and signed the bank standing order amendment to update the Clerk's salary.																																				
9	<p>Forest Green works 2024/2025</p> <ul style="list-style-type: none">• Councillors reviewed the quote and instructed the Clerk to contact DT explaining the PC will discuss again in January 2024.																																				
10	<p>APC Policies & Risk Assessment</p> <ul style="list-style-type: none">• Councillors reviewed and approved the APC policies and Risk Assessment noting the amendments to the Financial Regulations as per the 2023 Interim Audit recommendations.																																				
11	<p>Forest Green Playground Working Group</p> <ul style="list-style-type: none">• Cllr DC updated councillors re the meeting of 13/12/2023 informing councillors (1) Any new playground would not be sited on private land. (2) the group discussed and reviewed 2 possible sites for a playground (3) Cllr LRS will be meeting with another councillor from a parish who has just installed a new playground to gain insight as to their process (4) Cllr ER met																																				

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	with a Playsafe rep and will meeting other playground manufacturers (5) the group is working on the public consultation process.
12	Playground inspections <ul style="list-style-type: none">• Cllr PC reported he would be arranging a playground visit to AH with KS to obtain a quote for any works needed. Cllr EB agreed to contact KS regarding any outstanding works needed at AC. Cllr RD confirmed no works were needed at WW.
13	Defibrillators <ul style="list-style-type: none">• Councillors approved the quote of £73.50 + VAT for a defib pad for the Okewood Hill defib and instructed the Clerk to arrange order/delivery.
14	Date of next Meeting – Monday 22nd January 2024, 7pm – Venue to be confirmed.
15	Matters to consider excluding the public - <ul style="list-style-type: none">• No matters needing discussion.

The meeting closed at 20.23pm