

Crofton Parish Council

Minutes of the Parish Council Meeting

Held on the 10th October 2023 at 7pm.

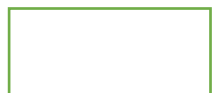
Present: Councillors; Trevor Chalkley (Chair), Simon Bennett, Eric Robinson, Esme Slater, Sylvia Walker, Dwayne Walkington.

Apologies: Cllr John Barnsley, Cllr Bob Hewitt, District Cllr Usman Ali,

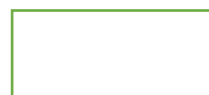
Clerk to the Council: Rebecca Maindonald

In attendance: There were 3 members of the public present, plus District Cllr Maureen Cummings.

23/10/01	SAFE Scheme Report from W.Y Police Officers working on Crofton SAFE Scheme The Meeting noted the continuing lack of representation by the Safe Scheme team, despite efforts to contact them and liaise with them. Following extensive discussion, the Chair agreed to contact Tracy Collins.
23/10/02	WMDC District Councillors Report Cllr Cummings provided a report which included- The footway Harrison Road, Oak Street speed limit, West Lane- smells, tree protection orders, School opening times, graffiti on the bridge removed, meeting with parents concerning the childrens play area at Hare Park. It was also noted that the Pinfold sign had been damaged.
23/10/03	Public participation, any person wishing to record the meeting in any format whatsoever is encouraged to contact the Clerk prior to the start of the meeting. MOP- part of Live Crofton who had been fundraising for a memorial bench. It would be the type to wrap around a tree. It was agreed that Live Crofton would need advice and support from a WMDC Arboriculturist, which they would need to arrange, then report back to the Council. The Council would then seek the necessary Planning permission.
23/10/04	To receive apologies for absence and approve Councillors unable to attend the meeting should give a reason. RESOLUTION- Apologies were accepted from Cllr Barnsley, and Cllr Hewitt and the reasons were accepted.
23/10/05	Declarations of Personal and/or Pecuniary interest None.



23/10/06	<p>Confirm and sign the Minutes of the Parish Council meeting held 12th September 2023. RESOLUTION- The Minutes of the meeting dated the 12th September 2023 were agreed as a correct record and signed by the Chair.</p>
23/10/07	<p>Matters arising from the previous minutes. None.</p>
23/10/08	<p>To receive applications for the office of Parish Councillor and to co-opt candidates to fill the existing vacancies. RESOLVED- that Robert Elson be co-opted onto Crofton Parish Council.</p>
23/10/09	<p>Tree Planting. It was noted that the Brownies had been offered a number of trees to plant. Liaison was taking place between Cllrs Chalkley and Walkington concerning a location.</p>
23/10/10	<p>Community Facilities:</p> <ul style="list-style-type: none"> a) Report Parish Centre and Library To discuss and note the contents of an email from the Insurers, concerning Insurance for users of the Parish Centre Users were insured, subject to a written agreement being in place between the Parish Council and the Hirer. Risk assessments would also need to be provided by all users. b) Report Village Association No payment had been received from either the Cricket or Football club. Payment had been due in January. Cllr Bennett suggested that the Parish Council object to the fencing until such a time as they paid. Further discussion took place concerning electrical testing. RESOLUTION- that the Clerk confirm the dates for Electrical testing for both the Sidings and the Parish Centre. c) Report Allotments There was further discussion about fires at the allotments. Discussion about moving the notice board. Discussion about the rules and regulations. RESOLUTION- that a key to the Allotment gates be obtained for the Clerk. d) Report Parish Cemetery To receive and discuss a quote for cutting the grass at the Cemetery and to decide therein. RESOLUTION- Chair arranging a meeting between RJ, Clerk and himself to agree quote. e) Report Web Site Nothing to report. It was noted that input on content was needed from the Council. f) Report Floral Displays Cllr Walker confirmed that there were still enquiries coming in. Three more applicants had paid. The Clerk now had all of the completed application forms. RESOLUTION- that the Clerk design a new application form for hanging baskets.



RESOLUTION - the Chair to ask Cllr Hewitt whether he would be prepared to arrange the Christmas tree.

Cllrs Robinson and Elson offered to assist.

23/10/11 **To receive reports from outside bodies:
Constable and Pinders Charity (Cllr John Barnsley)**
Cllr Barnsley was not present.

23/10/12 **Cleansing and Environment:**
Nothing to report.

23/10/13 **Planning:**
Nothing to report.

23/10/14 **Safe Scheme**
This matter was discussed earlier on the agenda.

23/10/15 **Finance/Accounts (Cllr Simon Bennett acting RFO)**

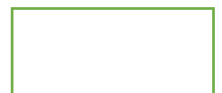
a) To receive bank reconciliation and report on receipts, payments, balances
The Acting RFO ran through a number of items, including an invoice for the Cricket Club in the sum of £4,850.
Administration charge following the May Elections of £139.
Payment for the quarterly leases for cricket and football pitches would soon be received at £305 per quarter.
The final results from external auditors had been received, no issues were reported.
The VAT return had been submitted for £1,300.
There were still ongoing issues concerning the bank accounts.

b) To approve accounts for payment.
The Audit was £834
The Safe Scheme was under £3,000
Stationary/post/phone- over budget- from £800 to £2,000.
Acting RFO suggested that funds come out of section 137 funds.
Maintenance and repairs was close to budget, due to a couple of call outs.

Sep-23

CASH BOOK PAYMENTS														
Date	Chq No	Payee	Details	General	P. Centre	Pavillion	Allotments	Cemetery	S. 137	Interest	Misc Flowers	VAT	Total	VAT
23/10		S/O Staff	Bfwd	£12,138.62	£1,169.95	£8,514.10	£3.05	£200.00	£8,128.32	£37.00	£0.00	£0.00	£29,207.84	£1,992.15
		BACS 02	Wages	✓ £65.48									£65.48	
		D 0901	Phone										£28.48	£6.91
		General	Electric		✓ £28.84								£28.84	£1.27
		BACS	Electric			✓ £580.75							£580.75	£35.51
		BACS	External Audit	✓ £504.00									£504.00	£34.00
		BACS	Website serv	✓ £320.00									£320.00	
		BACS	R. Jennings						✓ £100.00				£100.00	
		BACS	Maintenance										£0.00	
		BACS	Leases										£0.00	
		BACS	Leases										£0.00	
		BACS	Data Protect	✓ £35.00									£35.00	
		BACS	Receipts										£420.00	£70.00
		BACS	T&D Shuttle Ser Ltd	✓ £13,966.36		✓ £420.00							£420.00	£70.00
			C/Pwd	£13,966.36	£1,216.64	£7,574.85	£3.05	£300.00	£8,128.32	£37.00	£0.00	£0.00	£31,163.08	£2,186.84
TOTAL														
RECEIPTS														
Date	Rec'd from	Details	Precept	P. Centre	Pavillion	Allotments	Cemetery	Interest	Misc Flowers	VAT	Total	VAT		
23/10		Bfwd	£91,635.00	£325.00	£1,650.00	£1,696.25	£920.00	£456.38	£1,136.00	£3,754.28	£91,474.92			
		Allotments				✓ £90.00					£90.00			
		Alison Bennett	Fees								£20.00			
		Rebecca Conolly	Flower Donation								✓ £71.00			
		Burgess	Flower Donation								✓ £71.00			
		Sandys	Pots								£0.00			
			Interest					✓ £500.31			£500.31			
			C Pwd	£91,635.00	£325.00	£1,650.00	£1,976.25	£920.00	£1,048.69	£1,278.00	£3,754.28	£92,287.23		
TOTAL														

Bank Reconciliation:		£	
Bank Balances		Cashbook	£
Community Account	70,691.06	Opening balance	290,534.19
Business Saver Account	220,900.30	Less payments	- 2,913.14
etc. unrepresented		Plus receipts	812.31
total	£291,591.36	Closing bal	£291,391.36



BUDGET MONITOR					2022/23	2023/24	2023/24
	1 Qtr	2 Qtr	3 Qtr	4 Qtr	ACT	EST	ACT
EXPENDITURE							
GENERAL							
WAGES (Inland Rev)	2775.78	3183.28			10691.25	13800	5959.06
INSURANCE					8293.01	4200	0.00
AUDIT		834.00			790.00	1500	834.00
WYP SAFE SCHEME	2036.76	958.37			4421.37	6000	2994.13
SUBSCRIPTIONS	953.00	355.00			1072.00	1000	1308.00
GRANTS-DONTNS-CONTB					0.00	1000	0.00
STNRY/POSTADV/COMP/PHNE	213.78	2598.47			1433.06	800	2812.25
CHAIRMAN'S ALLOWANCE	37.00				0.00	100	37.00
SUB TOTAL	6015.32	7929.12	0.00	0.00	26700.69	28400.00	13944.44
PARISH CENTRE							
ELECTRICITY	282.46	83.70			954.23	1000	366.16
RATES	673.65				823.35	900	673.65
WATER	28.23	49.50			142.66	150	77.73
PWLB					0.00	12400	0.00
PLANNING					725.20	100	0.00
MAINTENANCE/REPAIRS	81.00	18.00			221.30	100	99.00
DEFIBRILLATOR					0.00	0	0.00
SUB TOTAL	1065.34	151.20	0.00	0.00	2866.74	14650.00	1216.54
HARE PARK PAVILLION							
SECURITY	713.42				600.00	1000	713.42
MAINTENANCE	1092.00	420.00			1126.82	1000	1512.00
LEASES	305.00	305.00			1230.00	1500	610.00
GROUND MAINT					11476.53	12000	0.00
UTILITIES / INSURANCE	1,822.28	2831.46			10675.58	16000	4653.74
MISC					637.36	600	0.00
HYGIENE EQUIPMENT	16.00	69.70			5034.85	5000	85.70
SUB TOTAL	3948.70	3626.16	0.00	0.00	30781.14	37100.00	7574.86
ALLOTMENTS							
WATER					2523.86	3000	0.00
SKIP HIRE					0.00	200	0.00
RODENT CONTROL					0.00	0.00	0.00
MAINTENANCE					0.00	300	0.00
SUB TOTAL	0.00	0.00	0.00	0.00	2523.86	3500.00	0.00
CEMETERY							
PLAQUES					374.84	1000	0.00
MAINTENANCE/ MISC/refund		300.00			12955.00	15000	300.00
SUB TOTAL	0.00	300.00	0.00	0.00	13329.84	16000.00	300.00
PLATINUM JUBILEE FUND							
S.137	7029.28	1099.04			20950.93	12000.00	8128.32
TOTAL EXPENDITURE	18058.64	13105.52	#VALUE!	#VALUE!	97153.20	111650.00	31164.16
RECEIPT							
PRECEPT	81635.00				81635.00	81635.00	81635.00
PARISH CENTRE	325.00				240.00	240.00	325.00
HARE PARK PAVILLION / CVA		1650.00			9583.03	10,000.00	1650.00
ALLOTMENTS	1880.25	96.00			1965.76	2,000.00	1976.25
CEMETERY	330.00	290.00			5362.36	4,000.00	620.00
INTEREST	458.38	590.31			478.57	400.00	1048.69
MISC/flower basket donations	426.00	852.00			355.00	500.00	1278.00
VAT	3754.29				8235.00	12,875.00	3754.29
TOTAL RECEIPT	88806.92	3478.31	0.00	0.00	107854.72	111650.00	92287.23

- c) To discuss and consider a proposal from Councillor Eric Robinson, to form a Finance Working party consisting of members of the Parish Council.

Cllr Robinson had circulated a pre-read, via the Clerk. Following discussion, a number of points were agreed.

RESOLUTION- that a Finance Working party be set up.

This was proposed by Cllr Robinson, seconded by Cllr Walker and unanimously supported.

- d) Subject to the above item 15c, to agree to the composition of the working party, to elect members to the working party and to authorise the working party to meet and agree terms of reference.

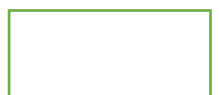
RESOLUTION- Cllrs Barnsley, Bennett and Robinson were elected to the Finance Working Party.

RESOLUTION- the finance working party will arrange their first meeting, then report back to Full Council.

23/10/16 To receive items of Correspondence

- a) To discuss and consider an email from Highways, concerning delivery of 5 tonne of salt to Crofton Parish Council.

RESOLUTION- the Clerk to contact WMDC to confirm that the salt be delivered to the Sidings.



	<p>b) Licensing: GNRS Express Convenience Limited Crofton Post Office. The meeting discussed an application to remove licensing restrictions. This was discussed at length and the Council unanimously agreed to oppose the application as they did not support changing any of the current restrictions due to current issues in the Village, which it was felt could be exacerbated with a premises selling alcohol with longer hours and less restrictions. RESOLUTION- that the Clerk send an objection to WMDC Licensing department opposing the application by GNRS Express Convenience Limited Crofton Post Office.</p>
23/10/17	<p>Parish Matters (Including Traffic Issues) NONE.</p>
23/10/18	<p>Diary dates PACT Meetings- Tuesday 19th December 2023 at 19:00hrs and Tuesday 4th June 2024 at 19:00hrs.</p>
23/10/19	<p>To agree date of the next Parish Council meeting Tuesday the 14th November 2023. RESOLUTION- It was agreed that the next Parish Council Meeting would be held on Tuesday 14th November 2023 at 7.00pm.</p> <p>The meeting was declared closed at 10pm</p>

Signed.....Date.....
Chairman Crofton Parish Council

