

ALLERTHORPE PARISH COUNCIL

**Approved Minutes of the Parish Council Meeting held in the Village Hall on
Wednesday 2nd October 2013 at 20:00**

PRESENT: Mr. K Macleod KM Chairman
 Mr. M Stageman (Absent) MS Vice-Chairman
 Mrs. M Macleod MM Member
 Mr. I Douglas ID Member
 Mr. D Lambert DL Member
 Mr. A Melville AM Member
 Mr. T W Howard-Smith TWH Clerk to the Council

1 APOLOGIES:

 Mr. S Wilkinson (Absent) SW Member

Action

2 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST:

None

3 MINUTES OF THE LAST MEETING:

The minutes of the meeting held on 25th May 2013 were proposed by KM, and seconded by ID as a true record then signed by the chairman.

4 MATTERS ARISING FROM LAST MINUTES:

6d. TWH reported that he contacted AON to enquire as to the cost of uplifting the insured value of the hall to £200,000 from £150,000. AON proposed a additional premium of £198.15 per annum for a value of £204,000 to include the kitchen furniture and fittings.

The Council agreed (by a show of hands) to this uplift for a year with a review of alternate insurance providers nearer to the renewal date. TWH to progress.

TWH

ID reported that the new secure door was all finished and was awaiting payment.

5 INFORMATION / CORRESPONDENCE:

a. AM enquired as to why the PC News was always an insert in the Parish Newsletter rather than part of the newsletter proper. A short discussion followed where KM explained the reasons why it is necessary to keep the Parish and Council elements separate.

b. Correspondence was received from ERYC regarding Public Liability and Festive Lighting arrangements, it was agreed that this was not relevant to Allertorpe as any power for lighting was taken from the Village Hall.

6 FINANCE:

a. **Current Position:**

£7,235.20 (Current A/C £6,766.08 + Bonus A/C £469.12). The Current Financial Statement showing payments and receipts filed under this minute was noted and approved by the Council.

b. **Budget Statement:**

The current budget was discussed and declared to be on-track for this time of the year.

c. **Asset Register:**

The current Asset Register with the new items was presented.

d. **Other Finance Matters:**

- TWH presented the audited and approved annual Audit Commission Return. Two small typographical errors have to be put right and then details of the return posted on the noticeboard. TWH
- The PC Website domain is coming up for renewal and is £5.98 for one year or £21.58 for five. It was proposed by MS and seconded by MM that we should renew for five years. KM

7 PLANNING:

a. **Applications since last meeting:**

- i. One received from Bond International. Demolition 13/02676/PLF of old building to increase parking space.

b. **Decisions since last meeting:**

- i. None

c. **Other planning matters:**

- i. None

8 NEIGHBORHOOD DEVELOPMENT PLAN:

MS presented the current draft status of the Allerthorpe Neighbourhood Plan, which is included in this PDF Portfolio. MS

9 COMMUNITY EMERGENCY PLANNING PACK:

KM reported on the ERYC offer of a desk based emergency planning exercise which is available to us. The council agreed that this was a good idea and KM will contact ERYC to arrange things. KM

10 ANY OTHER BUSINESS:

- a. TWH reported upon correspondence he had received regarding the dangers of damaging and possibly libellous comments regarding councillors, being posted up on social media such as Facebook etc. The council took the warnings on-board and MS proposed that we consider every incident individually and convene a meeting to assess the situation if thought necessary. A distinct media policy was not deemed appropriate

at this time.

- b. MS enquired as to whether the frontage of houses in the conservation area was subject to any special planning restrictions. KM will contact ERYC to clarify things. KM
- c. ID mentioned that agricultural trucks are catching on overhanging trees in the village and shedding some of their loads of straw as a result. The comment was noted.
- d. KM reported that parts of Waplinton lane were cracking up due to weather and vehicles. KM will contact The Highways Department. KM
- e. KM presented the amended meeting dates for the next year. See below for list.

11 DATE OF NEXT MEETINGS:

Council Meeting	20:00	Wednesday	29	January	2014
Council Meeting	20:00	Wednesday	26	March	2014
Council AGM	19:45	Monday	21	May	2014
Council Meeting	20:00	Monday	21	May	2014
Village APM	20:00	Wednesday	28	May	2014
Council Meeting	20:00	Monday	28	July	2014
Council Meeting	20:00	Monday	01	September	2014
Council Meeting	20:00	Wednesday	26	November	2014

12 There being no more business, the meeting closed at 21:05

Signed.....Chairman Dated.....

ALLERTHORPE VILLAGE HALL TRUST

Registered Charity No: 1046753

Unconfirmed Minutes of Meeting Held in the Village Hall on Wednesday 2nd October 2013

Present: Mr. K Macleod KM Chairman
 Mr. M Stageman MS Vice-Chairman
 Mr. D Lambert DL Treasurer
 Mrs. M Macleod MM Trustee
 Mr. A Melville AM Trustee
 Mr. I Douglas ID Trustee
 Mr. TW Howard-Smith TWH Clerk

1 APOLOGIES:

Mr. S Wilkinson (Absent) SW Trustee

Action

2 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST:

None

3 MINUTES OF THE LAST MEETING:

The minutes of the last meeting were proposed as a true record by KM, seconded by ID and were signed by the Chairman.

4 MATTERS ARISING FROM THE LAST MEETING:

7a Solar Panels. MM reported to the committee that she had been in touch with other village halls that use panels, notably Sutton upon Derwent who gave her considerable amount of information. After some discussion it became clear that the terms of the solar panel initiative have altered especially regarding the PIF (Payment in favour) and panel cost. It became aware that it was not to our advantage to consider installing solar panels at this time, so it was decided that the project should not proceed.

5 FINANCE:

- a. DL presented the latest financial position.
Current Account Balance: £1,637.03
Restoration Account Balance: £1,00.38
- b. Some hall rental transactions still need posting to accounts.
- c. TWH reported that he had compared various energy suppliers and had eventually negotiated a two year fixed rate contract with Npower, who will immediately refund £196.47 and calculate a further refund at Christmas time. We also agreed to provide regular quarterly meter readings in future.

Direct Debit: £66.00 per month
Standing charge: £27.21 per quarter
Unit rate: £12.73p per kWh

The committee thanked TWH for his efforts and a successful outcome.

6 MANAGEMENT REPORT:

- a. MM presented the last meeting minutes as a hall status report.
- b. Awards grants have not progressed as still awaiting the audited accounts. In-progress
- c. A short discussion regarding committee membership numbers and the possibility of persuading new villagers to volunteer to join the committee. It was agreed this is a difficult situation with volunteers not coming forward easily.

7. AOB:

- a. TWH reported that the annual Charity Commission Return had been sent, with no issues identified.
- b. TWH enquired with Npower and Northern Gas Networks about the feasibility of connecting up a new gas supply to the hall. Site surveys and applications need to be commenced, but the approximate cost would be £1,500.00 to bring a supply behind the street facing wall, then a new meter would have to be fitted and a supply contract negotiated. This does not include any internal pipe-work, radiators and boiler installation. MM is to compare total costs of installing and running electric/gas heating.
- c. KM reported that the Fire Alarm maintenance inspection had taken place and all was well.
- d. KM reported that a light fitting had been accidentally damaged by the concertina door. It was agreed to have it repaired and moved a few centimetres away from the path of the door to avoid future damage.
- e. ID reported that the outbuilding now has a new lock with three keys.

8 DATE OF NEXT MEETING:

Directly after the council meeting, on Wednesday 27th November 2013

9 The Meeting Closed at 21:40

Signed.....Chairman Dated.....