

**Document Number: 154 (Eight Pages)**  
**ALLERTHORPE PARISH COUNCIL**

Draft Minutes of the Parish Council Meeting held in the Village Hall  
On Monday 26<sup>th</sup> September 2016 at 20:00

**Present:**

Mr. K Macleod	KM	Chair
Mrs. J Smith	JS	Councillor
Mr. A Peters	AP	Councillor
Mr. I Douglas	ID	Councillor
Mr. T Howard-Smith	TWH	Councillor & Emergency Clerk

**154.1 Apologies:**

a. None

**154.1a Pre-meeting submissions by parishioners in attendance:**

a. None

**154.2 Declarations Of Pecuniary And Non-Pecuniary Interest Including Any  
Dispensations Of Pecuniary Interest:**

a. None

**154.3 Minutes Of The Last Meeting:**

a. The minutes of the previous meeting 152, were proposed by AP and seconded by ID and the extraordinary meeting by ID and JS as a true record of the two meetings, then signed by the chair.

**154.4 Information/Correspondence:**

a. None of any consequence

**154.5 Finance:** For full details see appendix A:

a. **Current Position:**

a. Current A/C £9,418.63 The Current Financial Statement showing payments and receipts was noted and approved by the Council.

b. **Payments Agreed:**

a. 03/08/2016	Adams Grounds Maintenance	£60.00
b. 08/08/2016	P Simmonds Horticulture	£42.33
c. 26/09/2016	Village Hall Hire	£20.00
d. 26/09/2016	Royal British Legion (Memorial Wreath)	£30.00

c. **Receipts:**

a. 29/09/2016 Parish Precept (50%) £2,500.00

d. **Budget Statement:**

a. The budget was presented as being on track for the time of the year and approved.

e. **Asset Register:**

a. No Changes.

- f. **Other Finance Matters:**
- a. The Audit Commission Return was presented and proposed by AP, and seconded by ID that it be accepted.
  - b. TV Licence. As a result of the changes in legislation, all users of TV receiving apparatus must have a valid TV licence if they use them to receive transmissions or on-line streams while in the village hall. PC to place warning notices to that effect in the hall.

**154.6 Planning:**

- a. **Applications since last meeting:**
- a. 07/09/2016 TPO ALLERTHORPE NO.8 - 2009 (REF:1212) G1: Cherry, Scots Pine x5, Beech x15, Birch x2, and Horse Chestnut; All crown lift to 4.5m above ground level as encroaching over carpark. Location: Tree Belt North of Wellington House Allertorpe Business Park. - **OK No comments.**
- b. **Decisions since last meeting:**
- a. None
- c. **Other planning matters:**
- Golf Course Appeal**
- a. KM read a summary of the latest steering group progress report.
  - b. KM investigating the green areas and SSSIs in the neighbourhood as ERYC are very keen to link up these areas into one large designated "Green Area"
  - c. The Steering Group is encouraging new members to come forward or for parishioners to just attend and take part.

**154.7 Neighbourhood Development Plan:**

- a. KM presented the latest version of the NDP as completed by Mark. It is a long and comprehensive document and as such he suggested that a copy be sent to all members and then to hold a special meeting to discuss the document. Everyone agreed and a provisional date was set for Saturday the 8<sup>th</sup> October at 11:00 in the village hall.

**154.8 Meeting Dates:**

- The following meeting dates for 2015/16/17 were agreed:

**2016**

**Council Meeting: 154** 20:00 Monday 28 November 2016

**2017**

**Council Meeting: 155** 20:00 Monday 30 January 2017

**Council Meeting: 156** 20:00 Monday 27 March 2017

**Council AGM** 19:45 Monday 22 May 2017

**Council Meeting: 157** 20:00 Monday 22 May 2017

**Annual Parish Meeting** 20:00 Wednesday 31 May 2017

**Council Meeting: 158** 20:00 Monday 31 July 2017

**154.9 Meeting Close:**

- There being no further business, the meeting closed at 20:38

Appendix A:

**ALLERTHORPE PARISH COUNCIL – FINANCIAL STATEMENT**

**PERIOD: 1st AUGUST 2016 to 30th SEPTEMBER 2016**

**Community Current Account (661)**

**Opening Bal at 01/08/2016: £9,420.96**

DATE	RECEIPTS	REFERENCE	Credit Number	Precept	General Admin	Grants	Village Hall Income	VAT Reclaimed	TOTAL
29/09/2016	Parish Precept (50%)	7368321		£2,500.00					£2,500.00
									£0.00
									£0.00
	<b>Total Receipts</b>			<b>£2,500.00</b>	<b>£0.00</b>		<b>£0.00</b>	<b>£0.00</b>	<b>£2,500.00</b>

DATE	PAYMENTS	INVOICE No.	Cheque Number	General Admin	Village Hall Expenses	Village Infrastruct	Insurance Policies	VAT Amount	TOTAL
03/08/2016	Adams Grounds Maintenance	41245	100749			£60.00			£60.00
08/08/2016	P Simmons - Horticulture, May, June		100750			£35.28		£7.05	£42.33
									£0.00
									£0.00
									£0.00
									£0.00
	<b>Total Payments</b>			<b>£0.00</b>	<b>£0.00</b>	<b>£95.28</b>	<b>£0.00</b>	<b>£7.05</b>	<b>£102.33</b>

**Community Current Account (\*\*661) Closing Balance at 30/09/2016: £11,818.63**

**ALLERTHORPE PARISH COUNCIL**

**Budget 2012-2013-2014-2015-2016-2017**

	2013-2014	2014-2015			2015-2016			2016-2017		
	Diff	Budget	Actual	Diff	Budget	Actual	Diff	Budget	Actual	Diff
Balance Brought Forward		£6,588	£6,588		£5,883	£5,883		£10,131	£10,131	
<b>INCOME</b>	0									
Precept	0	£5,000	£5,000	£0	£5,000	£5,000	£0	£5,000	£2,500	£2,500
Council Tax Grant Rebate	0	£0	£0	£0	£0	£0	£0	£0	£0	£0
Winter Payment	0	£0	£0	£0	£0	£0	£0	£0	£0	£0
VAT Recovery	0	£129	£129	£0	£366	£366	£0	£173	£173	£0
EU Referendum Election	0	£0	£0	£0	£100	£100	£0	£100	£100	£0
Project contrib' Village Hall	0	£0	£2,226	- £2,226	£0	£0	£0	£0	£0	£0
ERNLLCA Transparency Grant	0	£0	£0	£0	£0	£1,337	- £1,337	£0	£0	£0
Comm Partnership Grant	0	£0	£0	£0	£554	£554	£0	£0	£0	£0
Interest	0	£0	£0	£0	£0	£0	£0	£0	£0	£0
Sub-Total	<b>0</b>	<b>£11,717</b>	<b>£13,943</b>	<b>- £2,226</b>	<b>£11,903</b>	<b>£13,240</b>	<b>- £1,337</b>	<b>£15,404</b>	<b>£12,904</b>	<b>£2,500</b>
<b>EXPENDITURE</b>										
AON Parish Insurance	0	£450	£0	£450	£0	£0	£0	£0	£0	£0
AON Village Hall Insurance	-198	£1,087	£0	£1,087	£0	£0	£0	£0	£0	£0
Hiscox Combined Insurance	0	£0	£953	-£953	£1,000	£713	£287	£1,000	£744	£256
ERYC Street Light SLA	14	£450	£436	£14	£450	£428	£22	£450	£0	£450
ERNLLCA Subscription	-6	£221	£221	£0	£226	£226	£0	£206	£206	£0
ERNLLCA Training	0	£0	£0	£0	£0	£0	£0	£200	£0	£200
Hire of Village Hall	60	£200	£80	£120	£200	£120	£80	£200	£60	£140
Admin/General	42	£60	£83	-£23	£80	£13	£67	£80	£0	£80
Parish Clerk Salary	0	£0	£0	£0	£775	£0	£775	£1,250	£0	£1,250
Planning Consultant	0	£2,500	£1,380	£1,120	£700	£544	£156	£700	£0	£700
AV Equipment	0	£0	£0	£0	£0	£0	£0	£400	£390	£10
ERNLLCA Trnsp Grant - PC etc.		£0	£0	£0	£0	£0	£0	£1,337	£692	£645
Village Hall Restoration	2,000	£4,000	£4,517	-£517	£0	£0	£0	£0	£0	£0
Audit Commission	144	£0	£0	£0	£0	£0	£0	£0	£0	£0
Winter Precautions	0	£250	£0	£250	£250	£0	£250	£400	£0	£400
Community Partnership Defib.	0	£0	£0	£0	£635	£699	-£64	£0	£0	£0

Village Celebrations	0	£0	£0	£0	£0	£0	£0	£0	£500	£0	£500
Parish Newsletter	0	£50	£50	£0	£50	£50	£0	£50	£50	£0	£50
Horticulture/Landscape/Labour	552	£1,000	£340	£660	£600	£143	£457	£300	£300	£102	£198
Memorial Wreath	0	£0	£0	£0	£50	£30	£20	£50	£50	£0	£50
War Memorial	1,000	£500	£0	£500	£1,000	£143	£857	£1,000	£1,000	£0	£1,000
Storage Facilities	0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0
Flagpole Halyard	0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0
Telephone Kiosk Refurb	1,000	£1,000	£0	£1,000	£1,000	£0	£1,000	£800	£800	£0	£800
Community Plan	1,000	£1,000	£0	£1,000	£1,000	£0	£1,000	£1,500	£1,500	£0	£1,500
Contingency Fund	1,000	£1,250	£0	£1,250	£1,000	£0	£1,000	£5,000	£5,000	£0	£5,000
<b>Total</b>	<b>£6,608</b>	<b>£14,018</b>	<b>£8,060</b>	<b>£5,958</b>	<b>£9,016</b>	<b>£3,109</b>	<b>£5,907</b>	<b>£15,423</b>	<b>£2,194</b>	<b>£13,229</b>	
c/f			<b>£5,883</b>			<b>£10,131</b>			<b>£10,710</b>		

**Allerthorpe Parish Council**

Asset Register: Financial Year 2015 - 16

Last Updated 25th Jan 2016

Asset No.	Description	Purchase Date	Location	Original Cost	Annual Depr.	Valuation at 31-03-11	Valuation at 31-03-12	Valuation at 31-03-13	Valuation at 31-03-14	Valuation at 31-03-15	Current Valuation	Code	Asset Disposed
1	Lamp Standard	1980s	Main Street	£500.00	£50.00	£128.00	£78.00	£28.00	£0.00	£0.00	£0.00	a	
2	Lamp Standard	1980s	Main Street	£500.00	£50.00	£128.00	£78.00	£28.00	£0.00	£0.00	£0.00	a	
3	Lamp Standard	1980s	Main Street	£500.00	£50.00	£128.00	£78.00	£28.00	£0.00	£0.00	£0.00	a	
4	Lamp Standard	1980s	Main Street	£500.00	£50.00	£128.00	£78.00	£28.00	£0.00	£0.00	£0.00	a	
5	Lamp Standard	1980s	Main Street	£500.00	£50.00	£128.00	£78.00	£28.00	£0.00	£0.00	£0.00	a	
6	Lawn Mower	1990s	n/a	£1,000.00		£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		2000
7	Wooden Bench	1996	n/a	£100.00		£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		2010
8	Wooden Bench	1996	n/a	£100.00		£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		2012
9	1 Litter Bin	2010	Main Street	£400.00	£100.00	£300.00	£200.00	£100.00	£0.00	£0.00	£0.00	b	
10	Salt Bin	2010	Main Street	£216.00	£54.00	£162.00	£108.00	£54.00	£0.00	£0.00	£0.00	b	
11	Salt Bin	2010	Back Lane	£216.00	£54.00	£162.00	£108.00	£54.00	£0.00	£0.00	£0.00	b	
12	1 Salt spreader	2010	Village Hall	£250.00	£63.00	£187.00	£125.00	£61.00	£0.00	£0.00	£0.00	b	
13	1 Salt Bin	2011	Waplinton Lane	£138.00	£35.00	£0.00	£103.00	£68.00	£0.00	£0.00	£0.00	b	
14	Tables and Chairs	2012	In Village Hall	£3,453.00	£345.00	£0.00	£0.00	£3,108.00	£2,763.00	£2,486.70	£2,486.70	c	
15	Village Bench	2012	Adjacent Village Hall	£462.00	£46.00	£0.00	£0.00	£416.00	£370.00	£333.00	£333.00	c	
16	Village Bench	2013	Adjacent Village Hall	£462.00	£46.00	£0.00	£0.00	£416.00	£370.00	£333.00	£333.00	c	
17	Noticeboard	2013	Village Hall Wall	£350.00	£35.00	£0.00	£0.00	£315.00	£280.00	£252.00	£252.00	c	
18	Large Planter	2013	Village Northern Boundry	£140.00	£14.00	£0.00	£0.00	£140.00	£126.00	£113.40	£113.40	c	
19	Small Planter	2013	Village Southern Boundry	£80.00	£8.00	£0.00	£0.00	£80.00	£72.00	£64.80	£64.80	c	
20	Square Planter (2)	2013	Ajacent Village Benches	£100.00	£10.00	£0.00	£0.00	£100.00	£90.00	£81.00	£81.00	c	
21	Village Defibrillator	2015	Village Hall Wall	£635.00	£63.50	£0.00	£0.00	£0.00	£0.00	£0.00	£635.00	c	
22	Epson EB-SO4 Projector	2015	Village Hall Ceiling Mount	£250.00	£50.00	£0.00	£0.00	£0.00	£0.00	£0.00	£200.00	d	
				<b>£10,852.00</b>	<b>£1,173.50</b>	<b>£1,451.00</b>	<b>£1,034.00</b>	<b>£5,052.00</b>	<b>£4,071.00</b>	<b>£3,663.90</b>	<b>£4,498.90</b>		
<b>Code:</b>													
a	Depreciated by 10% of original cost as per minute 96-5/ii												
b	Depreciated by 25% of original cost as per minute 116-6/ii												
c	Depreciated by 10% of original cost												
d	Depreciated over 5 years												

# **ALLERTHORPE VILLAGE HALL TRUST**

Registered Charity No: 1046753

Draft Minutes of Meeting Held in the Village Hall  
On Monday 26<sup>th</sup> September 2016

## **PRESENT:**

Mr. K Macleod	KM	Chair
Mr. A Peters	AP	Trustee
Mrs. J Smith	JS	Trustee
Mr. I Douglas	ID	Trustee
Mr. T Howard-Smith	TWH	Trustee

## **1. Apologies:**

## **2. Declarations of Pecuniary And Non-Pecuniary Interest Including Any Dispensations of Pecuniary Interest:**

- a. None

## **3. Minutes of The Last Meeting:**

- a. The minutes of the last meeting were proposed as a true record by AP, seconded by JS and were signed by the Chair.

## **4. Finance:**

- a. The current bank balance stands at £5,679.77
- b. Financial report was deferred due to the Treasurer not being present.

## **5. Management Report:**

- a. JS reported upon the recent meeting and maintenance issues. (Appendix a:)
- b. The condition of the salt bags at the rear of the hall was discussed, and it was decided that KM would try to enlist the help of a local farmer with a fork lift truck to move the old salt bags to a more convenient place.

## **6. Closing Comments and Meeting Close:**

- a. There being no further business, the meeting Closed at 21:00

**Minutes of the Allerthorpe Village Hall Management Committee**  
**Held at 19:30, Monday 19<sup>th</sup> September 2016**

**Members Present:** Jane Smith                      Chair                      (JS)  
 David Lambert                      Treasurer                      (DL)  
 Shelagh Wiltshire                      Member                      (SW)  
 Maggie Peters                      Member                      (MP)  
 Trevor Howard-Smith                      Trustee/Secretary                      (TWH)

Action

- 1) **Welcome and Apologies:** Betty Lambert                      Member                      (BL)  
 Fiona Lambert                      Member                      (FL)  
 The chair (JS) welcomed everybody to the meeting and offered her apologies for the mix-up over the previous meeting date.
- 2) **Previous Minutes:** The minutes of the last meeting were proposed by DL, seconded by MP and accepted as a true record and signed by the chair
- 3) **Financials:** DL reported on the current status of the bank account:  
 a) Current balance: £5679.77  
 b) There were no issues  
 c) £381 receipts from hiring.  
 d) £34 paid to Npower (Npower still confusing us with other village hall)
- 4) **Hall Maintenance:** JS reported on any maintenance issues:  
 a) Blinds now installed on two side windows and awaiting longer operating cords.  
 b) The issue of the deteriorating salt bags to be raised at the next PC Meeting.
- 5) **Hall Usage, Fundraising and Marketing:** Recent Events:  
 a) Art Group, Yoga Group, and embroidery Group still active.  
 Future Events:  
 a) Plan to hold an event after Christmas. Whist Drive suggested on last Saturday in January (28<sup>th</sup> January 2017)  
 b) Church group to hold a music night in October, with us sharing profits. We have been asked to provide canapes All agreed.  
 Marketing:  
 a) No news
- 6) **Future Developments:** a) None
- 7) **Date of Next Meeting:** Meetings are held every two months about a week before the PC Meeting to enable a management report to be prepared. Dates were revised to keep in line with the latest PC Meeting dates. The latest confirmed dates are set out in the table below.

<u>Hall Meeting</u>	<u>P.C.</u>
<u>Meeting</u>	
14 <sup>th</sup> November 2016	28 <sup>th</sup> November 2016

(All Hall Management Committee Meetings start at 19:30)

- 8) **Meeting closed:** There being no further business, the meeting closed at 19:50