

**Document Number: 155 (Eight Pages)**  
**ALLERTHORPE PARISH COUNCIL**

Draft Minutes of the Parish Council Meeting held in the Village Hall  
On Monday 28<sup>th</sup> November 2016 at 20:00

<b>Present:</b>	Mr. K Macleod	KM	Chair
	Mrs. J Smith	JS	Councillor
	Mr. D Lambert	DL	Councillor
	Mr. I Douglas	ID	Councillor

**155.1 Apologies:**

- a. Mr. T Howard-Smith and Mr. A Peters

**155.1a Pre-meeting submissions by parishioners in attendance:**

- a. None

**155.2 Declarations of Pecuniary and Non-Pecuniary Interest Including Any Dispensations of Pecuniary Interest:**

- a. None

**155.3 Minutes of The Last Meeting:**

- a. The minutes of the previous meeting 154, were proposed by ID and seconded by JS as a true record of the meeting, then signed by the chair.

**155.4 Information/Correspondence:**

- a. None of any consequence

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

- a. **Current Position:**
  - a. Current A/C £9,529.65 The Current Financial Statement showing payments and receipts was noted and approved by the Council.
- b. **Payments Agreed:**
  - a. 03/10/2016 247 Blinds (K Macleod) £158.98
  - b. 08/10/2016 PCC & EU Ref. tx to Village Hall £200.00
  - c. 28/10/2016 Village Hall Hire £20.00
- c. **Receipts:**
  - a. 04/10/2016 EU Ref Hall Hire £100.00
- d. **Budget Statement:**
  - a. The budget was presented as being on track for the time of the year and approved.
- e. **Asset Register:**
  - a. 4x Blackout Blinds added to the Register valued at £265.14.
- f. **Other Finance Matters:**
  - a. None.

**155.6 Planning:**

**a. Applications since last meeting:**

None.

**b. Decisions since last meeting:**

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 Allerthorpe Business Park. - **Approved**

**c. Other planning matters:**

**Golf Course Appeal**

- a. KM reported that a very positive tele-meeting had taken place with members of the Steering Group and the Planning Consultant and Legal Counsel and work was continuing to build a robust defence against the appeal.
- b. KM further reported that about 50% of the pledges had already been collected and the remainder was being worked on over the coming weeks.

**155.7 Election of Vice Chair:**

- a. There were no volunteers for the position and DL recommended that this should be carried forward to the next meeting when ALL Councilors are likely to be in attendance. This was agreed.

**155.8 Meeting Dates:**

The following meeting dates for 2017/18 were discussed and KM asked Members to check if there were any known conflicts:

Council Meeting: 156	20:00	Monday	30	January	2017
Council Meeting: 157	20:00	Monday	27	March	2017
Council AGM	19:45	Monday	22	May	2017
Council Meeting: 158	20:00	Monday	22	May	2017
Annual Parish Meeting	20:00	Wednesday	31	May	2017
Council Meeting: 159	20:00	Monday	31	July	2017
Council Meeting: 160	20:00	Monday	25	September	2017
Council Meeting: 161	20:00	Monday	27	November	2017
<b>2018</b>					
Council Meeting: 162	20:00	Monday	29	January	2018
Council Meeting: 163	20:00	Monday	19	March	2018
Council AGM	19:45	Monday	21	May	2018
Council Meeting: 164	20:00	Monday	21	May	2018
Annual Parish Meeting	20:00	Wednesday	30	May	2018
Council Meeting: 165	20:00	Monday	16	July	2018

**155.9 Meeting Close:**

There being no further business, the meeting closed at 20:10

Signed ..... Chairman

Appendix a:

**ALLERTHORPE PARISH COUNCIL – FINANCIAL STATEMENT**  
**PERIOD: 1st OCTOBER 2016 to 30th NOVEMBER 2016**

Community Current Account (661)									
									Opening Balance at 1st October 2016: £9,808.63
DATE	RECEIPTS	REFERENCE	Credit Number	Precept	General Admin	Grants	Village Hall Income	VAT Reclaimed	TOTAL
04/10/2016	EU Referendum Hall Hire	600094013					£100.00		£100.00
									£0.00
									£0.00
	<b>Total Receipts</b>				£0.00	£0.00	£0.00	£100.00	£0.00
									£100.00
DATE	PAYMENTS	INVOICE No.	Cheque Number	General Admin	Village Hall Expenses	Village Infrastruct	Insurance Policies	VAT Amount	TOTAL
03/10/2016	247Blinds (K. Macleod)	100316311	100755		£132.48			£26.50	£158.98
08/10/2016	PCC & EU Ref. transfer to Village Hall		100756		£200.00				£200.00
28/10/2016	Village Hall Hire		100757		£20.00				£20.00
									£0.00
									£0.00
									£0.00
	<b>Total Payments</b>			£0.00	£352.48	£0.00	£0.00	£26.50	£378.98
Community Current Account [***661] Closing Balance at 30th November 2016: £9,529.65									

**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	£5,000	£0
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	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
<b>Sub-Total</b>	<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>£15,404</b>	<b>£0</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	£80	£120
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	£2,000	£-1,300
AV Equipment	0	£0	£0	£0	£0	£0	£0	£400	£390	£10
ERNLLCA Tmp Grant - PC etc.	0	£0	£0	£0	£0	£0	£0	£1,337	£692	£645
Village Hall Restoration (Blinds)	2,000	£4,000	£4,517	£-517	£0	£0	£0	£0	£265	£-265
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 Deflb.	0	£0	£0	£0	£635	£699	£-64	£0	£0	£0
Village Celebrations	0	£0	£0	£0	£0	£0	£0	£500	£0	£500
Parish Newsletter	0	£50	£50	£0	£50	£50	£0	£50	£0	£50
Horticulture/Landscape/Labour	552	£1,000	£340	£660	£600	£143	£457	£300	£162	£138
Memorial Wreath	0	£0	£0	£0	£50	£30	£20	£50	£0	£50
War Memorial	1,000	£500	£0	£500	£1,000	£143	£857	£1,000	£0	£1,000
Storage Facilities	0	£0	£0	£0	£0	£0	£0	£0	£0	£0
Flagpole Halyard	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	£0	£800
Community Plan	1,000	£1,000	£0	£1,000	£1,000	£0	£1,000	£1,500	£0	£1,500
Contingency Fund	1,000	£1,250	£0	£1,250	£1,000	£0	£1,000	£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>£4,539</b>	<b>£10,884</b>
<b>cf</b>			<b>£5,883</b>			<b>£10,131</b>			<b>£10,864</b>	

## Allerthorpe Parish Council

Asset Register: Financial Year 2015 - 16

Last Updated 21-Oct-2016

Asset No.	Description	Model Number	Serial Number	Purchase Date	Location	Original Cost	Current Valuation	Insurance Repl. Cost	Asset Disposed
1	Lamp Standard			1980s	Main Street	£500.00	£500.00		
2	Lamp Standard			1980s	Main Street	£500.00	£500.00		
3	Lamp Standard			1980s	Main Street	£500.00	£500.00		
4	Lamp Standard			1980s	Main Street	£500.00	£500.00		
5	Lamp Standard			1980s	Main Street	£500.00	£500.00		
6	Lawn Mower			1990s	n/a	£500.00	£0.00	£0.00	2000
7	Wooden Bench			1996	n/a	£100.00	£0.00	£0.00	2010
8	Wooden Bench			1996	n/a	£100.00	£0.00	£0.00	2012
9	1 Litter Bin			2010	Main Street	£400.00	£400.00		
10	Salt Bin			2010	Main Street	£216.00	£216.00		
11	Salt Bin			2010	Back Lane	£216.00	£216.00		
12	1 Salt spreader			2010	Village Hall	£250.00	£250.00		
13	1 Salt Bin			2011	Waplinton Lane	£138.00	£138.00		
14	Tables and Chairs			2012	In Village Hall	£3,453.00	£3,453.00		
15	Village Bench			2012	Adjacent Village Hall	£462.00	£462.00		
16	Village Bench			2013	Adjacent Village Hall	£462.00	£462.00		
17	Noticeboard			2013	Village Hall Wall	£350.00	£350.00		
18	Large Planter			2013	Village Northern Boundry	£140.00	£140.00		
19	Small Planter			2013	Village Southern Boundry	£80.00	£80.00		
20	Square Planter (2)			2013	Ajacent Village Benches	£100.00	£100.00		
21	Village Defibrillator			2015	Village Hall External Wall	£635.00	£635.00		
22	Epson Projector	EB-S04		2016	Village Hall	£250.00	£250		
23	SPN Import Ceiling Mount	SPN Import		2016	Village Hall	£27.36	£27		
24	Wide Motorised Screen	Allcam		2016	Village Hall	£118.97	£119		
25	Dell Inspiron i5 Laptop	5000 Series		2016	Parish Clerk	£489.00	£489		
26	Epson Multifunction Printer	WF2660DWF		2016	Village Hall	£69.49	£69		
27	No Hassle Radio Microphone	NH-V022-3		2016	Village Hall	£66.10	£66		
28	Wall Mounted Loudspeakers	Adastra 60W		2016	Village Hall	£43.00	£43		
29	Four sets of blackout blinds	247Blinds		2016	Village Hall	£265.14	£265		
30									
						£11,431.06	£10,730.92	£0.00	

# **ALLERTHORPE VILLAGE HALL TRUST**

Registered Charity No: 1046753

Draft Minutes of Meeting Held in the Village Hall  
On Monday 28<sup>th</sup> November 2016

## **PRESENT:**

Mr. K Macleod	KM	Chair
Mrs. J Smith	JS	Trustee
Mr. I Douglas	ID	Trustee
Mr. D Lambert	DL	Trustee

1. **Apologies:** Mr. A Peters & Mr. T Howard-Smith
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 ID, seconded by JS and were signed by the Chair.
4. **Finance:**
  - a. The current bank balance stands at £6,419.00
  - b. Financial report was given by the treasurer.
5. **Management Report:**
  - a. JS reported upon the recent meeting and maintenance issues. (Appendix a)
  - b. The maintenance of toilets and lighting was discussed together with cleaning of windows. These are in hand. JS asked about the feasibility of purchasing some cutlery for use in the hall and it was agreed that she should get some prices and present a proposal at the next meeting.
6. **Closing Comments and Meeting Close:**
  - a. There being no further business, the meeting Closed at 20:30

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

<b>Members Present:</b>	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.

<b><u>Hall Meeting</u></b>	<b><u>P.C. Meeting</u></b>
n/a	

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

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