

Foston and Scropton Parish Council

Annual General Minutes of Foston and Scropton Parish Council Meeting Held on Tuesday 9th May 2023 at 7.00pm

Present:	Cllr. P. Groom Cllr V. Blackshaw Cllr. L. James Cllr. A. Dolley
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AGM090523/01 – To receive apologies for absence:

Cllr. N. Hickman

AGM090523/02 – Approval of Minutes of 2021 AGM (10th May 2022)

- Matters arising – none.
- Approved

AGM090523/03 – Parish Council Officers Reports

- Chairman (Cllr. P, Groom)

Good year for approvals and attendance. From a chairman point of view, it is good to have colleagues in the council that contributes and makes the effort for the Parish Council and supporting the villagers. Making big steps forward towards new noticeboards and playground. Precepts were increased due what the Parish Council want to do in the year 2023/2024. Thank you to the Councillors for their support throughout the year.

- Treasurer (Jacky Allen)

FOSTON & SCROPTON PARISH COUNCIL ANNUAL ACCOUNT SHEET - 1ST APRIL 2022 TO 31ST MARCH 2023

INCOME	£	EXPENDITURE	£
Current Account @ 01/04/22	£ 37,886.00	S137	£ 375.00
Precept	£ 9,001.00	Clerks Emolument	£ 2,571.00
Council Tax Support Grant	£ -	General Admin	£ 4,607.16
Allotments	£ 271.70	Website	£ 253.00
Minor Maint	£ -	Minor Main	£ -
Concurrent	£ 3,196.00	Hall Development	£ -
Lengthsman	£ -	Hall Expense	£ 1,000.00
VAT Reimbursement	£ 226.68	Lengthsman	£ 1,911.00
Wayleaves	£ -	Allotments	£ -
Misc	£ 731.00	VAT	£ 227.78
Sub Total	£ 51,312.38	Sub Total	£ 10,944.94

Current Account @ 31/03/23 **£ 40,367.44**

FOSTON & SCROPTON PARISH HALL ANNUAL ACCOUNT SHEET - 01/04 2022 TO 31/03/2023

INCOME

Current Account @ 01/04/22	£ 517.68
Parish Council Contribution	£ 1,000.00
Hall hire	£ 857.00
Total	£ 2,374.68

EXPENDITURE

Water Plus	£ 278.79
British Gas	£ 798.00
Green Water	£ 524.99
Misc	£ 400.95
VAT	£ 154.39
Total	£ 2,157.12
Account @ 31/03/23	£ 217.56

FIXED ASSETS

2022/2023

2023/2024

Building Plot at Village Hall	£ 30,000.00	£ 30,000.00
Play Area	£ -	£ -
Play Equipment	£ -	£ -
Parish Hall- Newly Constructed Building 2010	£ 47,000.00	£ 47,000.00
Queens Jubilee Bench (New Purchase 2012)	£ 420.00	£ 420.00
Second Queens Jubilee Bench (New Purchase 2012)	£ 420.00	£ 420.00
2 wooden notice boards	£ 750.00	£ 750.00
Metal Noticeboard in Foston (New Purchase 2013)	£ 400.00	£ 400.00
TOTAL	£ 78,990.00	£ 78,990.00

PRECEPTS/BUDGET

	Budget 2022/2023	Spend 2022/2023 (*to Date)	Variance RED = Over Budget	Percentage Difference	Estimated Budget 2023 - 2024
Section 137					
Chairmans Allowance	£150.00	£0.00	£150.00	100%	£0.00
Scropton Foston Church	£250.00	£0.00	£250.00	100%	£0.00
Other Donations	£0.00	£0.00	£0.00		£0.00
Royal British Legion	£75.00	£75.00	£0.00	0%	£75.00
Scropton Churchyard Mowing:	£500.00	£500.00	£0.00	0%	£500.00
Allotments Mowing	£300.00	£300.00	£0.00	0%	£300.00
Total	£1,275.00	£875.00	£400.00	31.37%	£875.00
Clerk Salary					
Wages inc. HMRC	£3,500.00	£2,496.00	£1,004.00	28.69%	£2,500.00
Gen Admin					
DALC	£200.00	£374.56	-£174.56	-87.28%	£400.00
Rural Action Derbyshire	£110.00	£0.00	£110.00	100.00%	£0.00

Zurich Insurance	£600.00	£497.19	£412.57	17.14%	£600.00
Audit Int & Ext	£360.00	£271.85	£88.15	24.49%	£500.00
Playsafety Ltd	£80.00	£84.00	-£4.00	-5.00%	£600.00
Office Expenses/Clerk Expenses*	£230.00	£400.00	-£170.00	-73.91%	£500.00
Printing SDDC	£100.00	£0.00	£100.00	100.00%	£100.00
Training	£320.00	£110.00	£210.00	65.63%	£500.00
Trimming of hedges	£300.00	£0.00	£300.00	100.00%	£150.00
Website	£200.00	£303.60	-£103.60	-51.80%	£400.00
Total	£2,500.00	£2,041.20	£458.80	18.35%	£3,750.00
Minor Maintenance					
Allotments	£250.00	£0.00	£250.00	100.00%	£0.00
Other	£250.00	£0.00	£250.00	100.00%	£300.00
Total	£500.00	£0.00	£500.00	100.00%	£300.00
Hall Development					
Car Park	£1,500.00	£0.00	£1,500.00	100.00%	£0.00
Hall					
Water	£210.00	£278.79	-£68.79	-32.76%	£325.00
Electricity*	£675.00	£493.74	£181.26	26.85%	£1,000.00
General Repair	£250.00	£250.00	£0.00	0.00%	£1,000.00
Legionnaire*	£300.00	£630.00	-£330.00	-110.00%	£700.00
Total	£1,435.00	£1,652.53	-£217.53	-15.16%	£3,025.00
Lengthsman					
Wages inc HMRC	£1,420.00	£1,530.00	-£110.00	-7.75%	£1,550.00
Expenses	£25.00	£80.50	-£55.50	-222.00%	£100.00
	£1,445.00	£1,610.50	-£165.50	-11.45%	£1,650.00
VAT*	£100.00	£178.00	-£78.00	-78.00%	£0.00
Projects	£1,000.00	£0.00	£1,000.00	100.00%	£4,000.00
Reserved Fund	£1,500.00	£0.00	£1,500.00	100.00%	£2,000.00
Total	£14,755.00	£8,853.23	£5,901.77	40.00%	£18,100.00

AGM090523/04 - Election of Officers

- 1) Chairman: Cllr. Victoria Blackshaw
Proposed: Cllr. L James
Seconded: Cllr. A. Dolley
All agreed.

- 2) Vice Chairman: Cllr. Peter Groom
Proposed: Cllr. A. Dolley
Seconded: Cllr. L. James
All agreed.

AGM090523/05 – Forms

- Expenses returns must be completed and submitted by the deadline of 1 June 2023, Foston and Scropton. **Not Required**

- Declaration acceptance of office to be signed at the AGM and passed to the Parish Clerk.

- Declaration of Interests to be completed by end of May.

- Adopt the new LGA model Code of Conduct. **Approved**
Proposed: Cllr. L. James
Seconded: Cllr. P. Groom
All agreed

Foston and Scropton Parish Council

Annual Parish Council Minutes of Foston and Scropton Parish Council Meeting Held on Tuesday 9th May 2023

APM090523/01 - Variation of Order of Business (if required)

- No

APM090523/02 - Declaration of Members' Interests

- None

APM090523/03 - Public Speaking including County, District and Police Representation

We received sad news that District Councillor Gillian Lemmon passed away on Friday 5th May.

Also 2 ex parish councillors have passed away:

David Lindop – a very big driving force in getting the speed indicators in Scropton who arranged the fund raising and contributed to the cost personally.

John Bates – Long service councillor

A minute silence was observed in their memory.

Public:

Verges/wildflowers / no mow May / location of wildflowers / areas not to be cut. Verges are cut approx. every 10 weeks rob.brooksby@southderbyshire.gov.uk to be notified where the wildflowers are located.

HMP Foston Hall:

Planning adding new files/new findings / new supporting evidence which goes back to December 2022

*Additional 6 planning applications?

Reviewed 7 women prisons, 5 have planning applications for expansion of houseblocks for additional 300 prisoners. Unique situation for residents on Woodland Drive, Foston where access is via HMP Foston Hall.

Waiting for notification of the planning meeting to put objections forward.

Evidence is very important and needs to be uploaded to the necessary portal

A good idea is to find a case law expanding rural open prisons applications were turned down.

1. *DMPA/2022/1594 The construction of 2 x 2 storey houseblocks
2. *DMPN/2023/0381 Certificate of lawful development for the erection of two storey modular buildings
3. *DMPN/2023/0472 Certificate of Lawfulness for existing use

Response from planning: there are three applications – the main application and two further applications for certificates of lawful development which relate to the Prison's permitted development rights afforded to it by the Government to manage its estate.

APM090523/04- To Confirm and agree as a true record the minutes of the Ordinary Foston and Scropton Parish Council Meeting held on 11th April 2023

Approved

Proposed: Cllr. L. James

Seconded: Cllr. V Blackshaw

All agreed.

APM090523/05 – Finance –

Parish Council Expenditure cheques to be approved:

Date	Payee	Description	Amount
09/05/2023	M Hayes	Lengthsman wages	£136.50
09/05/2023	J Allen	Parish Clerk wages	£115.20
09/05/2023	HMRC	Month 2	£76.80
09/05/2023	J Allen	Expenses for PH	£3.85
09/05/2023	East Midlands Audit Services	Internal Audit	£231.00
09/05/2023	Horizon IT	Website update	£518.40

Parish Hall Expenditure Cheques to be approved:

Date	Name	Description	Amount
09/05/2023	British Gas	Electric Bill	£31.95
09/05/2023	Greenwater Services Ltd	1/4 Legionella Monitoring	£72.00

Proposed: Cllr. P. Groom
Seconded: Cllr. A. Dolley
All agreed.

APM090523/06 - Planning Applications

DMPA/2023/0462: The erection of a stable and offices, the installation of a horse walker, the creation of a canter track the creation of a menage for the change of use from agricultural grazing land to equine use at Land at Sk2131 1797, Miry Lane, Foston, Derby

➤ Noted – no observation.

APM090523/07 – Section 136 Grant Money and Noticeboards sign off.

Approval to proceed with quote from The Parish Noticeboard Company

Noticeboards: 2, Colour: Green, Size: A1

Instruction to be by 31st May to secure the 10% discount offer.

Installation: able to use existing posts or anyone in villages that can help. Equipment required to remove existing concrete posts.

Payment: to be arranged

Discussion over 3rd noticeboard outside community hall at a later date and if the 10% discount would be still available. Parish Clerk to investigate.

Section 136 grant money: £1,099

APM090523/08 - Playground equipment – Streetscape

3 quotes received.

Proceeding with Streetscape quote at £27,000

On site visit with Streetscape to talk through the equipment, placing in the playground.

Discussed with Parklife officer concerning next steps.

Grant available from District Council for £10,000

Fund received from Cllr. Julie Patten: £3,000

Able to access Community Partnership Funding Grant up to £25,000 via District Council. Grant fund payment will be paid retrospectively.

Order to take 4 – 6 weeks.

Works approx. 1 week to complete.

Proposer: Cllr. V. Blackshaw

Seconded: Cllr. P. Groom
All agreed.

APM090523/09 – Electricity supplier Renewal Quotes

Approval to proceed with Yu Energy on a 1 year contract.

APM090523/10 - Alternative quotes for allotment/Community Hall mowing

- Mowing of playground now responsibility of Parish Council
- Alternative quotes to be obtained.

APM090523/11 - Annual meeting of Allotment holders

- June social event – now annual meeting of allotment holders deferred to end of year/January.
- Review of plot sizes/rate per m2
- Meeting now to be arranged end of year/January before issuing renewal invitations

APM090523/12 – Chairman Report

- Website
 - Accessibility Statement review
 - Privacy Policy review
 - Evidence as to how we comply refer to Horizon IT

APM090523/13 – Parish Clerk Report/April Tasks

- a) Community Hall Fire procedures annual review - Cllr V. Blackshaw reviewing
- b) Financial Regulations annual review - Accepted
- c) Standing Orders annual review - Accepted
- d) PAT water urn and heater – Cllr. A. Dolley carrying out FOC, many thanks.
- e) Councillor now handling Parish Hall grant – Parish Clerk to contact Caterina Robinson
- f) Biffa Waste Services – Not required
- g) Improved 401 Bus service – to be promoted, on facebook

APM090523/14 - Any other Business

- Weight limit sign Leathersley Lane (Sudbury end) still need to be replaced.
- Request for replacement sign on Watery Lane to be before houses at the 40 mph speed limit signs.
- Sign for Village/Community hall
- Outside light

APM090523/15 - Date of Next Parish Council Meeting

- 13th June 2023

APM090523/16 – Exclusion of the Press and Public Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the Meeting due to the confidential nature of the business to be transacted.

- None

Signed:	
Date of issue:	25 th May 2023

