

UPTON PARISH COUNCIL

Minutes for Parish Council Meeting held on
Wednesday 15th February 2023 at 7.30pm in the Village Hall

Present: Councillors: (Chair) Malcolm Yates (MY), Isobel Key (IK), Peter Snow (PS), Theresa Pick (TP), David Chambers (DC), Roger Norma (RN).

In Attendance: L-J Campbell (LJ/Clerk), Cllr Roger Jackson and three members of public.

	DISCUSSION AND DECISIONS
131/22	To receive representation from the public (ten minutes): a member of public sent an email regarding the Collies which will be covered under correspondence.
132/22	To receive and accept apologies for absence: All in attendance. Cllr Blaney sent his apologies with Cllr Jackson.
133/22	Declarations of interest: There were no declarations of interest.
134/22	To approve the Minutes of the last meeting: The PC accepted the Minutes from the meeting held on 18 th January 2023 as a true record and signed by the Chairman, with one amend on item 120/22.
135/22	To note Matters Arising: no matters arising.
136/22	To receive and note the Chairman's report: a. To discuss and agree action regarding the village Lottery: MC gave an update on the present situation regarding the Lottery; it was agreed to continue – ongoing.
137/22	Reports from District/County Councillors: <i>(RJ arrived at 20h06)</i> The Highways hotboxing team has been doubled to deal with the potholes. <i>(RJ left at 20h20)</i> .
138/22	Green spaces and rights of way incl. monthly review of the burial ground, The Green and The Collies inspection and maintenance report: RN has been approached by a resident who wishes to put together a team of volunteers to maintain the Collies. Nothing further to report. The kissing gate on footpath 11 has been installed; Clerk to contact the footpaths officer and ask if she can visit footpath 11 and check the kissing gate and that it is installed correctly.
139/22	To action Highways issues: A sign THE GREEN has been removed from the green – Clerk to request a new one from Highways.
140/22	Village Hall update a. Finance: The latest financial position of the VH was accepted as a true reflection of accounts. Invoice amounting to £5.89 was approved for payment. b. Bookings: W.I. has paid up-to-date and have offered to contribute towards a new oven. We have regular users as well as a few extra hires for events. c. Maintenance and Caretaking: all the checks and cleaning are happening with no concerns. d. The rental agreement: It was agreed to increase Kitchen use to a one off payment of £25 and the hourly rate to £12 per hour. – Clerk to amend the agreement accordingly.

	<p>e. Electricity & Gas charges – it was agreed to change the service provider to Eon who offered a standing charge of 45.77 for electricity and 32.81 per unit, and for gas 28.48 standing charge and 10.24 per unit variable.</p> <p>f. To consider update on the roof: all agreed for MY to go forward with the building regulations if they are required, at a cost of up to £500.</p>
141/22	<p>Community defibrillators monthly inspection reports: The Clerk will arrange for the defibs to be sent away for software upgrades and purchase new pads for both defibs.</p>
142/22	<p>Financial Matters:</p> <p>a. The latest financial position of the PC was accepted as a true reflection of accounts.</p> <p>b. Total approved for payment £326.80.</p> <p>c. To sign off the 2023-24 Budget – approved and signed off.</p> <p>d. To appoint an internal auditor for 2022-23: Keith Roe was appointed as the Internal Auditor.</p> <p>e. To approve the Clerk’s new salary scale: the Clerk’s pay scale was increased as per NALC guidelines.</p> <p>f. To note VAT claim: a VAT claim of approximately £1500 will be made at the end of March 2023.</p>
143/22	<p>Planning matters:</p> <p>a. Applications: None</p> <p>b. Decisions (to note): 22/02425/HOUSE The Croft, replace boundary wall, footpath & window. – PERMITTED. 22/02389/LDCP Oakden, Main Street, gable loft conversion – NOT ISSUED.</p> <p>c. To consider any further applications received prior to the meeting</p>
144/22	<p>To discuss action for setting up a village email system: email addresses and permissions will be obtained during the sale of the village Lottery tickets.</p>
145/22	<p>To note and action service faults: a light at the top of Church Lane, on the corner house called Hollies, has disappeared – Clerk to report.</p> <p>Kings Coronation: a committee is being established - ongoing</p>
146/22	<p>Correspondence/AOB: Correspondence was received from a member of public regarding the Collies, but it was too late to be included on the agenda for discussion.</p>
147/22	<p>Agenda items for next meeting: The Collies volunteer group proposal.</p>
148/22	<p>Date of the next meeting: Wednesday 15th March 2023 at 7.30 pm in the Village Hall. There being no further business, the Chairman closed the meeting at 20h46.</p>