

**Minutes of the Meeting of Misterton with Walcote Parish Council
Held on Thursday 11 January 2024 at 7.00pm at Walcote Memorial Hall**

Present: Councillor James Robertson (Acting Chairman)
Councillor Liz Marsh
Councillor Lindsey Astle
Councillor Sephton Green
0 member(s) of the public.

1. To elect a Chairman and Vice-Chairman of the Parish Council

Due to Councillor Hobbs' resignation as Councillor and Chairman of the Parish Council. Councillor Robertson acted as Chair for the meeting. The Parish Council will elect a Chairman at its Annual Meeting in May. In the meantime an acting Chair shall be elected at each meeting.

2. To receive any apologies for absence

Councillor Green arrived during item 8.6.

3. To receive disclosures of interests from members and requests for dispensations

There were no disclosures of interests or requests for dispensations.

4. To fill a Parish Council vacancy by co-option

Deferred until the next meeting.

5. To approve the minutes of the meeting held on 11 November 2023

RESOLVED to approve the minutes as a true record of proceedings.

6. To review any actions from the minutes of the meeting held on 11 November 2023

New goal posts Multi-Use Games Area (MUGA)

The application for funding for new goal posts and possible additional gym equipment is ongoing. In the meantime, in view of the comments in the recent RoSPA report, the goal posts nearest the Village Hall will be removed.

Hedge cutting

The hedge cutting at Franks Road play area is ongoing.

Signage at the Skate Park and Outdoor Gym

The signage requirements have been clarified and wording drafted. Councillor Marsh is seeking 2-3 quotes for the items needed.

Multiplay Climber - algae on the timbers

It was agreed to review the multiplay climber and any algae problem in the Spring.

Potholes on the footpath from Chapel Lane to St Leonards Church

The poor state of the footpath has been reported to Leicestershire County Council.

Provision of two kissing gates

Signed:

Councillor Astle to approach the owner of the field to the north of Chapel Lane play area that runs alongside the land occupied by the Memorial Hall, skateboard ramp and gym equipment, to seek permission to make an opening in his fence to form a permissive path into the council's land.

7. To note any comments or questions from residents

The road in Misterton near the log, towards the Church is very muddy. The council will contact Harborough District Council to see if the road sweeper can clean this section of the road.

8. Finance and Audit

8.1. To note the Bank Reconciliation

The Bank Reconciliation at 04 January 2024 was noted.

Opening Balance	1-Apr-23	£34,545.70
Receipts to	4-Jan-24	£50,408.44
Payments to	4-Jan-24	-£51,443.47

Cash in hand at	4-Jan-24	£33,510.67
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(as per Cash Book)

Cash in hand per Bank Statements

Current Account	£17,140.23
Business Reserve account	£5.78
Capital Reserve Account	£16,426.96
Pre-Paid Debit Card	£84.70
Plus unrepresented receipts	£0.00
Less unrepresented payments	-£147.00

Bank Reconciliation at	4-Jan-24	£33,510.67
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8.2. To note the Receipts and Payments Summary

The Receipts and Payments Summary at 04 January 2024 was noted. This monitors the council's income and expenditure against the agreed budget.

8.3. To approve the accounts for payment

RESOLVED To approve the accounts below for payment.

Ref	Payment Method	Payee	Description	Amount
E24-55	SO	Cathy Walsh	Salary - Nov 2023	X
E24-56	SO	DCK Payroll Solutions Limited	Payroll - Nov 2023	£36.00
E24-57	DD	NEST	Pension - Oct 2023	X
E24-58	DD	NEST	Pension - Nov 2023	X
E24-59	DD	Sky Mobile	Mobile phone contract	£15.00
E24-60	SO	Cathy Walsh	Salary - Dec 2023	X
E24-61	DD	Sky Mobile	Mobile phone contract	£15.00
E24-62	SO	DCK Payroll Solutions Limited	Payroll - Dec 2023	£36.00
E24-63	DD	NEST	Pension - Dec 2023	X
E24-64	CHQ	HM Revenue & Customs	PAYE - Q3	X
E24-65	CHQ	Cathy Walsh	Clerk's expenses and allowances	£116.60

Signed:

8.4. To approve the clerk's expenses claim

RESOLVED to approve the expenses claim.

8.5. To approve the Budget and Precept requirement for 01 April 2024 to 31 March 2024

RESOLVED to set a budget and precept of £28,879 for the financial year 01 April 2024 to 31 March 2024. (Attached).

RESOLVED to send a precept request to Harborough District Council of £28,879. This will present a charge of £143.04 per year for each Band D household, an increase of 5.2%, £7.07 in Council Tax.

8.6. To review the clerk's working from home allowance from 01 April 2024

The clerk is paid an amount for using her home as the Council's office. It is **RESOLVED** that from 01 April 2024 the allowance be increased to £735 per year, to be paid in monthly instalments.

8.7. To review the funds held in the Business Reserve Account

The Council is looking to earn more interest on money it holds in reserves. It **RESOLVED** to transfer £15,000 from the Capital Reserve Account to a 35-day notice account which will earn interest at 3.25% AER p.a. (variable). Once funds are received from the Lutterworth Area Community Fund for the boardwalk repairs this will also be transferred to the higher interest account.

8.8. To consider the estimate for remedial works throughout the village

The Parish Council received an estimate to undertake a number of jobs in the village. It **RESOLVED** to approve the estimate of £1,165 from The Traditional Handyman Company.

9. Play and Recreation Areas**9.1. To note the Routine Inspection of Children's Play Areas**

Councillor Marsh reported that she had inspected the children's play areas on 26 December 2023 and 06 January 2024 and had nothing new to report.

9.2. To consider issues raised in the annual RoSPA inspection

It was decided to defer consideration of the RoSPA report until the next meeting.

10. Motion to exclude the press and public from the next agenda item due to the confidential or exempt nature of the item to be discussed as defined in schedule 12 of the local gov act 1972

RESOLVED To exclude the public (no press present) as the item relates to the consideration of commercial contracts.

11. To receive an update on South Kilworth Road Field

Having discussed the matter the Parish Council **RESOLVED** to pursue a conditional contract with Whiterock Homes Ltd and instruct a valuation from Wells McFarlane.

12. To receive the annual report for the Eight Parishes Interest Company

The Parish Council noted receipt of the report.

Signed:

13. To receive the Misterton Charities annual report and accounts for year ending 30 September 2023

The Parish Council noted receipt of the report.

14. Harborough District Council's Local Plan Consultation

A public consultation about the future of the district and what the new local plan should contain will run from 16 January 2024 to 27 February 2024, with the first public consultation in the preparation of the district's new local plan, the 'Issues and Options' consultation. In-person events will also take place at locations across the district where residents will have the chance to hear more about the issues and options and ask questions. Councillor Marsh is happy to attend one of the events and draft a response for the Parish Council to consider.

15. Any other business – for notification only

AED inspections

Councillor Green agreed to take over the monthly AED inspections with the clerk to log the report on Webnos.

Flood Warden

Councillor Astle is meeting with Walcote's Flood Warden to understand the role better and to see what support she might need.

Following the recent spell of bad weather, Harborough District Council plans to offer parish councils and parish meetings an initial supply of sandbags to be stored in a variety of places across the district to be used in emergency situations.

Windfarm Advert

Councillor Marsh will distribute the leaflet to all residents to advertise the current grant cycle.

16. To confirm the date of the next meeting(s)

The next meeting of the council will be held on Monday 04 March 2024 at 7:00 pm at the Memorial Hall.

The chair closed the meeting at 08.04pm.

Signed:

BUDGET - FINANCIAL YEAR 2024-2025

INCOME CATEGORIES		2023-2024	Notes
Bank Interest		£ 200	
Allotment Association		£ 50	£50 rent
Urban Grass Cutting		£ 526	£526.20 Urban Grass Cutting Contribution from LCC for 2024 season
VAT Refund		£ 8,000	Projected recoverable VAT paid in 2023-2024
Grant Funding		£ -	
Estimated TOTAL		£ 8,776	

EXPENSE CATEGORIES	Sub-totals	2023-2024	Notes
General Administration	£ 13,955.00		
Clerk's Allowances		£ 735	
Staff Costs		£ 9,000	
Payroll Fees		£ 420	
Computing/Office Equipment		£ 250	
Office Expenses		£ 350	
Audit Fee		£ 500	
Election Expenses		£ 250	
Hire of Meeting Room		£ 200	
Subscriptions & Memberships		£ 600	
Insurance		£ 1,000	
Training Expenses		£ 500	
Travel Expenses		£ 150	
Open Spaces	£ 11,500.00		
Grass Cutting		£ 5,000	
Hedge and Tree Maintenance		£ 2,000	
Litter & Dog Waste Bin Emptying		£ 1,500	
S.Kilworth Rd Field Maintenance		£ 1,000	
Maintenance		£ 2,000	
Play Areas & Recreation	£ 3,800.00		
Play Areas Inspection		£ 300	
Maintenance		£ 2,000	
Equipment		£ 1,500	
Allotments - Rent	£ 50.00	£ 50	£50 paid to HDC for rent of Bufton Allotments
Arts and Entertainment	£ 250.00	£ 250	
Public Information	£ 850.00		
Website		£ 750	
Newsletters/Adverts/Information		£ 100	
General	£ 7,250.00		
AED Consumables		£ 250	
General Reserves	£ 2,000.00	£ 2,000	NALC recommend that Parish Councils keep General Reserves at a level of between 3 and 12 month's precept
Legal and professional services		£ 5,000	
Estimated TOTAL EXPENSES	£ 39,655.00	£ 37,655	

Precept Requirement

£28,879

Signed: