

Timberland and Thorpe Tilney Parish Council

Minutes from the: Extraordinary meeting of the Parish Council

July 7th 2009

Held in Timberland Village Hall at 7.30pm

Present

Cllr J Speirs
Cllr L Lerpiniere
Cllr K Elvidge
Cllr H Clarke
Cllr J Speirs
Cllr J Slesser

In attendance

3 members of the public. The members of the public raised the following questions:

1. The Car Dyke – is it for public use? Chairman gave relevant feedback.
2. The fields at the back of the Church have ragwort in – concerns with regards to the well being of horses. The Chairman would talk to Mr Richard South.
3. The storm drains in Church Lane are overflowing – concerns re future development. The Chairman informed the meeting that Mr Rowan Smith had been and assessed the area two months earlier and concerns had been noted.
4. A member of the public requested an update on the Parish Plan. The Chairman informed the meeting that as yet no response from NKDC had not yet been received, Since being in the position the new Clerk had been trying to retrieve more information.
5. A member of the public had concerns over the gravestones at the church. The Chairman and Cllr Clarke informed the meeting that this was the responsibility of the relatives and that the Church should be notified.

1. Chairman's remarks

The Chairman reminded those present that the meeting would be recorded for the purpose of taking minutes. The recording would be destroyed after the meetings had been compiled.

2. Apologies

Cllr Holmes sent his apologies to the meeting.

3. Declarations

Cllr Slesser declared an interest in item 5.

4. Signing and approving of the previous meeting minutes

The Clerk presented the Council with an alteration to the minutes: Item 5 Financial matters: the annual audit and formal adoption of accounts. All Councillors were in agreement.

The minutes from the meeting June 17th were then taken and approved by the Council.

Proposed by: Cllr Jill Speirs

Seconded by: Cllr Clarke

5. ‘Pizzaz’ holiday activities – Jo Slesser

Jo Slesser gave the following details about the children’s activities taking place in the Village Hall during one week of the school Summer holidays:

- The activities week is being organised by Cllr Slesser and three other local mums;
- The activities will be taking place during the week of July 27th – July 31st;
- The week will consist of 9 different activity sessions led by experienced adults on a variety of themes at a charge of £3.00 per session;
- The group had had donations from local business;
- The sessions require parental supervision;
- The activities are suitable to children from a variety of ages from toddlers upwards;
- Any extra money left over from the week would be saved with the intention of the money being put back into the village in some form;
- A donation from the Council could be put towards items such as craft materials.

After a discussion the Clerk alerted the Council to the budget / contingency forecast and it was agreed that the Council would donate a sum of £50.00. This was Proposed by Cllr Elvidge and Seconded by Cllr Speirs. As the Clerk is unable to make a cheque payable to Cllr Slesser, the Clerk was asked to make a cheque payable to the Jubilee fund and the funds would be withdrawn from the Jubilee account.

Action: Clerk to send cheque to Jubilee fund

Closed

6. Financial matters

The Clerk informed the Council that the Audit forms had been completed and sent on July 7th – the deadline of August 10th had been met.

The Chairman updated the Council with the information that the community account had been overdrawn by 419.27 in the previous financial year and that this was not the fault of the present Clerk as she was not the Clerk during this time. The account would be charged £32.24

The Council were informed that the present Clerk had out the following risk assessment in place to prevent this happening again.

Risk assessment: The Clerk has changed the method of recording transactions to include a running balance which will be seen by all Councillors at the Council meetings;
The Clerk has ordered statements to come quarterly as opposed to yearly.
On 3rd July at the request of the Chairman - Clerk ordered transfer of £2000.00 to cover this coming years' expenditure

The Clerk informed the Council that the refund for the notice board had not yet paid in to the community account as the Clerk has had to change the details on the account to 'Timberland and Thorpe Tilney Parish Council' from 'Timberland Parish Council'. The Clerk is awaiting a new cheque/paying in book to be able to put in the cheques from NKDC.

The Clerk explained that the Council was required to set a budget each year. As this had not previously been done, the Clerk had been required to set a draft budget. The Council approved the draft budget and this was Proposed by Cllr Elvidge and Seconded by Cllr Clarke.

7. Village Hall

The Chairman informed the meeting that he had not received the information he had hoped for so this item would be moved to a future meeting of the Council.

8. Feedback from the Sub Committee group

The Chairman read out the letter that the sub committee group sent out to all homes in the Parish. The letter informed the residents of the Parish Councils intentions to purchase the land and that an approximate coatings. A copy of the letter is held by the Chairman if anyone wished to see and read it.

9. Feedback from residents forms

The Council received 80 out 250 responses. Of those received only 1 in 10 were not in favour. The Council considered this a positive response.

10. Public works loan application

There next followed a 'Closed' session of the Council to discuss bids to be made for the land on Hallam's lane. The members of the public were thanked for their attendance and then left.

During this session the following documents were approved by the Council:

- Draft budget including proposed loan repayments
Proposed by Cllr Lerpiniere
Seconded by Cllr Elvidge

- Business Plan/Report to Council
Proposed by Cllr Speirs
Seconded by Cllr Clarke
- Loan application form
Proposed by Cllr Elvidge
Seconded by Cllr Clarke

11. Date of next meeting

The date of the next meeting has been set for Tuesday 4th August.
The Clerk will change the change the dates of the meetings on the Parish Council notice board.

Signed

Position Chairman

Date August 4th 2009