



## **MIDDLETON PARISH COUNCIL**

### **MINUTES OF A MEETING HELD AT THE RECREATION ROOM CHURCH LANE MIDDLETON**

**Date 25/6/2020 – Meeting (2) 2020/21 including annual meeting**

#### **Present Councillors**

**Gill Keegan Chair (GK) Chair  
Graham Smith (GS)  
Peter Rotherham (PR) Vice chair  
James Beamish (JB)  
Pete Rawlins Vice Chair (PRw)**

#### **1. Apologies (due to restrictions on numbers allowed to attend)**

**Andy Jenns County Councillor (AJ)  
Shelly Lebrun Borough Councillor (SL)  
Mark Simpson Borough Councillor**

**Clerk in Attendance Tony Harris (TH)**

*Public in attendance*

*None.*

*Cllr. Keegan welcomed everyone to our second meeting since the rules of lockdown have been changed and the commitment of councillors to attend.*

*The meeting was carried out with full lock down rules being observed, only 6 members in attendance and the meeting was held in the village Hall car park with 3m spacing.*

#### **2. Police Surgery**

None

#### **3. Declarations of Pecuniary or other interests.**

*None*

#### **4. Minutes of the Parish Council meetings held on 20/2/2020**

*The previous minutes were duly signed Chairman Cllr Keegan*

#### **5. Matters Arising**

- a. The Chair raised the issue of some sort of function centred on the on the allotted Fete day provided all legal aspects of lock down easing could be adhered to. There was



- general agreement to this proposal but MPC needed to wait to see how the easing of restrictions became eased.
- b. Coppice lane Junction signage is ongoing we have had a request to pay for the lining work at no more than £300 Councillor Jenns will then use his budget for Coppice lane. However there was unanimity that WCC proposals were inadequate to resolve the issue and Clerk to raise this with Cllr. Jenns.
  - c. Clerk is working on the new web site and so far the main remaining issue is the blurring of pictures when using a laptop or tablet on a phone the work perfectly. Clerk to provide report at next meeting. MPC were again reported to NWBC for not having updated the old web site.
  - d. There was much discussion on the current status of the Village Hall and Cllrs Rawlins and Smith brought the meeting up to date with plans to demolish the toilet and storeroom block to make way for two large rooms one for storage the other for a social/bar/ meeting area. It was discussed that if the MPC could help fund the project it had more chance of going forward. The Clerk outlined the legal aspects and how much could be donated in grant form but that he would seek clarification from NALC,s legal team.
  - e. It was agreed via electronic means that MPC would provide a small token of appreciation to our excellent and thorough internal auditor. This was passed unanimously by all Cllrs who thanked him for helping keep MPC with a raft of financially suggested robust systems including :
    - ) Meeting balance sheets
    - ) Quarterly financial reviews
    - ) Annual budget review
    - ) And a comprehensive set of financial books.
  - f. Flooding at Green Lane has been a casualty of Covid19 in terms of progress however WCC Cllr. Jenns has applied a lot of pressure and a meeting has been arranged for the 21<sup>st</sup> July 2020 on site with WCC and local residents The clerk, will also be in attendance.
  - g. Cllr. To look at Ramblers Rest once BT make full repairs.
  - h. Due to work suggested by the Play area inspection team yet more remedial work needs to be carried out so remains closed until fully discussed at our next meeting Wood chip has been acquired but awaits delivery.
  - i. Agreed for four more tubs for Hill Lane.

*It was noted that the report on Coppice lane from Highways had not been received. This would be reviewed at the next MPC meeting.*

## **NEW ACTIONS**

<b>Ref</b>	<b>What</b>	<b>Who</b>	<b>When</b>
<b>N1</b>	<i>Clerk to contact Andy Jenns to pass on that MPC believe that the proposals emanating from WCC will not solve the issue</i>	Clerk	July
<b>N2</b>	<i>Clerk to report on web site status at next meeting</i>	Clerk	August



<b>N3</b>	<i>Clerk to clarify what financial help the can give to support the rebuild</i>	Clerk	August
<b>N4</b>	<i>Action plan to facilitate reopening of the play area</i>	All	August
<b>N5</b>	<i>Action plan to facilitate the new build section of the Village Hall</i>	All	October
<b>N6</b>	<i>Token of appreciation for internal auditor</i>	Clerk	July
<b>N7</b>	<i>Four more tubs to be purchased for Hill Lane</i>	Clerk	August

### PENDING / ONGOING ACTIONS

<b>Ref</b>	<b>What</b>	<b>Who</b>	<b>When</b>
<b>P1</b>	<i>Clerk to prepare plans for some basic repairs to the Bus shelter with a materials budget of £200 to improve the look while more detailed plans are considered</i>	Clerk	September
<b>P2</b>	<i>Agreed plan to install turf under Witches hat as little used and this is a more cost effective solution</i>	Clerk	September
<b>P3</b>	<i>Details have been sent to Neil Marshal for Bandstand rail quote. Neil has the design but is trying to work out how to make it.</i>	Clerk	October
<b>P4</b>	<i>T15 has had two bank reinforcements completed and we have reinforced with forest bark but the pathway needs to be cleared as it is almost impassable</i>	Clerk	July
<b>P5</b>	<i>Hedge cutting has not been completed rescheduled.</i>	Cllr PRw	August
<b>P7</b>	<i>Awaiting WCC highways report on Coppice lane works. To chase</i>	Clerk	August
<b>P8</b>	<i>The glass in the door of the Library is a separate unit so we need to look at someone who can add the door frame to the glass and fit</i>	Clerk	September
<b>P9</b>	<i>Meeting to be set up to assess way forward for Ramblers Rest and ditch work- BT cables are down at Ramblers rest so no work can be carried out until they are re-established</i>	Cllr Rawlins	September

### CLOSED ACTIONS

<b>Ref</b>	<b>What</b>	<b>When</b>
<b>C1</b>	<i>P6 closed due to Covid 19 restrictions no VE day celebrations</i>	

### KEY FINANCIAL PROJECTS

<b>Ref</b>	<b>What</b>	<b>Who</b>	<b>When</b>
<b>K1</b>	<b>WEBSITE</b> <i>Clerk is liaising with TEECH on a new WCAG 2.1 compliant</i> Site costs are as follows 1) 12x£10 monthly running charge in line with current payments +VAT	Cllr. GK Clerk	February



	<p>2) 3 day migration £220 at £660 +VAT 3) £5.99 domain name transfer</p> <p>So less than a £1000 Based on current estimates Based on these figures it was unanimously agreed to proceed</p>		
<b>K2</b>	<b><i>BUS SHELTER</i></b>	Clerk	February
<b>K3</b>	<b><i>DITCH WORK</i></b> <i>Plus Ramblers Rest. Ongoing</i>	Cllr. Rawlins	March
<b>K5</b>	<b><i>CEF GRANT</i></b> <i>Main project is now a large grant for village Hall</i>	Clerk	December
<b>K6</b>	<b><i>T15</i></b> <i>The T15 path is almost at the point of being impassable and basic brush cutters take to long and are ineffective a Budget of between £2k and £2.5k was unanimously agreed to and the Clerk and Cllr.Beamish will research and purchase the equipment needed to carry out the work</i>	Clerk	March
<b>K7</b>	<b><i>GARAGES (Church Lane)</i></b> <i>NWBC still keen to go ahead with the scheme but will now be later in the year due to Covid 19</i>	Clerk	November
<b>K8</b>	<b><i>Green Lane Flooding</i></b> <i>Meeting scheduled for 21/7/2020</i>	Clerk	July

## **6. Samuel White Trust and other Community Organisations**

*Nothing to report*

## **7. High Speed Rail Line**

- a. *It was noted that HS2 have set up Himalayan Balsam restriction signs on Crowberry lane yet no work undertaken by HS2.*

## **8. Community Centre**

- a. *June invoice paid in full so MPC stance on working with its tenant has worked so far at least*

## **9. Village Green Development**

- a. *The hedge to be cut in August despite the high cost MPC need to come up with a solution long term to reduce the high annual bills.*  
b. *Grit bins need replacing so Cllr,s voted to buy a new grit bin approximately £200*

## **10. Middleton Recreation Room**

- a. *The rear of the Hall is to be replaced discussed in matters arising*



## **11. Reports of Councillors and Clerk**

Reports from Councillors

### **Cllr. Keegan**

- a. *Middleton Matters has not been printed due to issues with delivery rather than editorial or printing issues so we need to keep this under review.*
- b. *A foot path officer has been identified who we hope will take on the role. GK to provide contact details to Clerk.*
- c. *Cllr Keegan acknowledge the success of the flower tubs at Hill lane and it was unanimously agreed to buy 4 more.*

### **Cllr. Smith**

- a) *Can anything be done to the kerb stones on the corner of Vicarage Hill which have been trampled down by vehicles.*
- b) *Can we acknowledge and thank those involved in COVID matters in Middleton, e.g. The Beales – Maintenance of Facebook page and collecting food donations and organising food parcels, etc. This will be done in next edition of MM*

### **Cllr. Beamish**

- a. *The cllr. Recommended, installing cameras on the village hall to help deter anti-social behaviour which is becoming more prevalent.*
- b. *Cllr Beamish stated that in order to keep paths open and the outer edges of the village green clear we need the tools to do the job. It was agreed and a budget of £2k to £2.5k was agreed by the full council.*

### **Cllr. Rawlins**

- a. *Play area centre structure will benefit from extra support. Quote for grandfathers to be fitted*
- b. *Cllrs to discuss at next meeting how MPC can help with the rebuilding of part of the Village Hal which will be the most important asset in the village and essential in bringing the community back together after COVID.*

### **Cllr. Rotherham**

*No report*

### **Cllr. Jenns**

*No Report*

### **Cllr. Lebrun**

*No report*



*Cllr. Simmons*  
*No Report*

## 12. Planning Matters

Retrospective planning application from Atlantic Nurseries-Update

**PAP/2020/0266** Holly Lane farm holly lane conversion of barn to residential building

**PAP/2020/0284** Wood farm Coppice lane new stables and indoor ménage

**NWBC/WCC:** Report from Paul Taylor re Coppice lane  
Play area inspection – report - written to NWBC  
Written to Angela Coates re Garage project  
Graham Stanley – road markings junction of Church/Coppice lane  
Graham Stanley – Coppice lane email  
Grit bin replacement.  
Middleton lane closure Vicarage hill to A446 7/7/2020

**General.** Dog bin by school to be relocated.  
Andy Jenns email three issues  
Green lane flooding  
Audit submitted-Internal audit remuneration  
Elford no to shelter purchase

**WALC** Subscription agreed and paid

## Finance Report.

Finance reconciliation report 25th June 2020

Account 00411787

15/5/2020 balance of account records		17,804	
<b>Receipts</b>			
	precept	6,375	
		<b><u>24,179</u></b>	
		-	
		-	
<b>Expenditure</b>			
	RJB REPAIRS	-840	
	staff costs	2149	-1,997
	UP cheques	2152	-1,296



		<u>-4,133</u>
	balance on bank statement	
	30/7/2020	<u>27,092</u>
<b>Unpresented cheques</b>		
	Defib pads	-111
	wages May	-999
	Clerk expenses	-113
	wages June	-999
	inrternal audit remuneration	<u>-39</u>
		<u>-2,261</u>
	predicted balance	<u>25,476</u>
		-
	Income MCC	<u>6,083</u>
	net projected income	<u>3,882</u>
	savings account	<u>7,367</u>

## 15. Public Questions and Comments.

*No public present*

## 16. The Chair proposes

*None.*

## 17. Any other business

## 18. Date of next meeting

**Thursday 13<sup>th</sup> August 2020**

**Meeting closed at 8.35 pm**

**Signed** \_\_\_\_\_ **Date** \_\_\_\_\_