**MIDDLETON PARISH COUNCIL**

 **MINUTES OF A MEETING HELD AT THE RECREATION ROOM**

**CHURCH LANE MIDDLETON**

 **Date 15/12/2021 Meeting 6 of 2021/22**

**Present Councillors**

 **Gill Keegan Chair (GK) Chair**

 **Peter Rotherham (PR) Vice-chair**

 **Cllr. James Beamish (JB)**

**Quorum so meeting went ahead.**

1. **Apologies**

 **Andy Jenns County Councillor (AJ) (Unwell)**

 **Mark Simpson Borough Councillor (MS) (Unwell)**

 **Graham Smith (GS) (Work commitments)**

 **Peter Rawlins (PRw) (Work commitments)**

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

*Public in attendance*

*None.*

1. **Police Surgery**

None

1. **Declarations of Pecuniary or other interests.**

 *None*

**4. Minutes of the Parish Council meetings held on 17/11/2021**

*The previous minutes were duly signed Chairman Cllr Keegan*

1. **Matters Arising**
2. *Coppice lane grass cutting Clerk reported that Steve the gardener had cut the grass at the sign on coppice lane and that this would be maintained on a monthly basis at a cost of £40 per month. This was unanimously agreed by the council Clerk to make the arrangements.*
3. *It was unanimously agreed to order a second speed camera and set up installation as soon as practical, as funds are available.*
4. *Remote camera on Wishaw Lane discussions ongoing as trial was inconclusive*
5. *The over 60s dinner club have asked for a grant of £100 towards the costs of the xmas meal delivered by Volunteers in the Parish, this was unanimously agreed by Council.*
6. *Middleton need to consider the Queens jubilee celebrations and a statue by the sculptor who made the Woman’s vote commemoration statue was considered Clerk to look into a quote and firmed ideas for the next meeting.*
7. *Investigate concrete base for seating on V.G.*
8. *Investigate how best to increase storage. Extension?*

**NEW ACTIONS**

|  |  |  |  |
| --- | --- | --- | --- |
| **Ref** | **What** | **Who** | **When** |
| **N1** | *Order second speed camera* | Clerk | January |
| **N2** | *Investigate concrete base for seating on V.G.* |  |  |
| **N3** | *RE HS2 works. Investigate Drone video over the area Film maker? the aim is to chart the impact of HS2 on the area* | Clerk | March |
| **N4** | *Grant of £100 awarded to the over 60 plus club* | Clerk | December/January |
| **N5** | *Clerk to obtain quote for commemorative statue to Queen Elisabeth II jubilee celebrations* | Clerk | January |
| **N6** | *Investigate horse sculpture* | Clerk | January |
| **N7** | *Investigate how best to increase storage. Extension on existing? (Jack’s shed. TH to enquire* | Clerk | January |

**PENDING / ONGOING ACTIONS**

|  |  |  |  |
| --- | --- | --- | --- |
| **Ref** | **What** | **Who** | **When** |
| **P1** | ***TRAVELLERS REST****Two new fascia boards to be fitted to complete the structure* | Clerk/Cllr Rawlins | January |
| **P2** | ***PLAY AREA*** *Still awaiting quotes so Clerk will look at other suppliers. Cllr Rawlins is to provide a site contact in Devon* | Clerk/CllrRawlins | January |
| **P3** | ***VILLAGE HALL****Obtain postal address for the Village Hall* | Clerk | November |
| **P4** | ***LIBRARY***  *Remedial work on the door to be completed* | Clerk | January |
| **P5** | ***MCC 15year LEASE****Tto be based on an initial 5year rent increase based on RPI after this both parties would agree to continue with RPI or if it was deemed that commercial rent value was not being achieved a new process agreed. we need to set up a mechanism for rent increases the options appear to be* ***a)*** *linked to property valuation and rents in similar establishments* ***b)*** *link rent increases to**the Retail Price Index* ***c)*** *a negotiated rent profile. All three options would be over a 5year period to allow re alignment and agreement with the next 5year profile . Solicitor costs paid by the tenant.* *Clerk to discuss with Dan* | Clerk |  |
| **P6** | *Will Jenkins has been approached regarding pollarding damson tree but no quote received* | Clerk | CHASE |
| **P7** | ***Speed Cameras.*** *One ordered.* |  |  |
| **P8** | ***PARTY IN THE PARK*** *Maybe merge with Diamond Jubilee celebrations. Additional bank holiday in June expected.* | All | March-May |
| **P9** | *Chase Garages status with Angela Coates-noted this will be the third time of chasing* | Clerk | November |
| **P10** | *Travellers rest sign to be ordered by the clerk with an initial budget of £200 set.* |  |  |
| **P11** | *It was unanimously agreed to purchase two remote cameras for wildlife monitoring and impact of HS2 works on our local biodiversity (see project costings).Cllr. Beamish has quote* | Cllr Beamish | January |
| **P12** | *Cllr. Keegan to look into new sim card solution for WIFI in village hall* | Cllr Keegan | Februay |

**CLOSED ACTIONS SINCE LAST MEETING**

|  |  |
| --- | --- |
| **Ref** |  |
| **C1** | *Coppice lane sign area cleared and regular cutting agreed at £40 per month* |
| **C2** | *SPEED SIGNS Camera delivered* |
| **C3** | *Shelf installed in hall for video equipment for VNPR cameras thanks’ to Cllr, Rotherham* |
| **C4** | *GREEN LANE FLOODING**Review after winter rains at Green Lane to access impact on flooding- review again if flooding occurs* |
| **C5** |  |
| **C6** |  |
| **C6** |  |

**KEY FINANCIAL PROJECTS 2021/22**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Ref** | **What** | **Quotes** | **Budgeted****cost** | **Actual cost** |
| **K2** | ***GARAGES (Church Lane)****NWBC still keen to go ahead with the scheme but will now be later in the year due to Covid 19.* ***This is now a new financial year 2021/22 project realistically. Angela Coates to review timescales project has been on hold since 2018. Clerk to chase again*** | On Hold | £10,000 EMR |  |
| **K3** | ***CEF Grant (HS2)****Grant to be submitted before end of September 202 1this is a grant application for £75,000 the Clerk has submitted for the building of a new function room onto the Village Hall at the rear. MPC have promised a grant of £500 towards the build if grant is awarded.* | N/A | (£75,000)Value of Grant applied for | MPC contribution £500 |
| **K4** |  ***PLAY AREA****A full set of costs is being sought from various suppliers based on steel constructed items to improve longevity of play equipment.* | £23,000First quote |  |  |
| **K7** | ***ROAD SPEED CAMERAS****The Council agreed to order one speed camera initially with 4 batteries, Clerk to order once second quote and technical comparisons made, unless budget figure is exceeded then council will need to again review. IT was agreed to order a second camera based on same terms.* | Camera £2050 batteries at £70 based on initial quotes plus vat | £3,000 | **£2692.80** |
| **K8** | ***MOBILE CAMERAS****For detection of fly tipping and other crimes* | Camera £474 per camera sim card £10 month | £1250 |  |
| **K9** | ***HILL LANE NOTICEBOARD****It was agreed to purchase a new noticeboard the same as recently installed at Travellers Rest but on metal poles clerk to complete purchase based on budget of £2500 any amount over this will need to be referred back to MPC for additional approval* | £2500 | £2500 | **2448.80** |
| **K10** | ***APNR Cameras****Council agreed to investigate further APNR cameras throughout the Parish. Initial camera to be sourced for Wishaw Lane following the theft of two caravans from Hunts Green. Remote cameras on Wishaw Lane are being investigated with two quotes received. A trial is being conducted to identify the correct choice. Data as and when required. The theft demonstrates that Middleton needs robust deterrents. A second quote to be obtained but MPC agreed purchase as long as budget not exceeded for Wishaw Lane* | 1200/1700 | £1700 |  |
| **K11** |  |  |  |  |

1. **Samuel White Trust and other Community Organisations**
2. *New chair appointed Mr P Milligan*
3. **High Speed Rail Line**

*Nothing to report*

1. **Community Centre**

 **Solicitor engaged in drawing up new agreement**

* *First 5 years base increase in rent on RPI from the 1st December for each preceding year.*
* *After 5 years both parties agree to review rent based on Property valuation and prevailing rents in similar lettings.*
* *MPC can sell the property at any time during the 15year agreement should the need arise.*
* *Either party can terminate after 5 years if agreement cannot be reached on further rental charges after the first 5 years.*

**9. Village Green Development**

 **a.** *Playground inspection some remedial work needs to be considered along with new equipment*

**10. Middleton Recreation Room**

1. *New Porch looks good only a few more minor build actions left*

**11. Reports of Councillors and Clerk**

**Cllr. Keegan**

1. *No Reports*

**Cllr. Smith**

 *a. No Reports*

**Cllr. Beamish**

 *a. No Reports*

**Cllr. Rotherham**

1. *No Reports*

***Cllr. Rawlins***

 *a. No Reports*

**Cllr. Jenns**

*No Reports*

***Cllr. Simmons***

*No Reports*

1. **Correspondence**

 **NWBC/WCC**

Angela Coates no update forthcoming, emailed on 8/9/2021 9/9/2021 4/11/2021 1/12/2021

**General.**

Footbridge to be installed between Middleton and Drayton Basset

Insurance 12/1/2022

Audit completed

Queens jubilee horse/tree planting/party?

HMRC is being progressed

Lease submitted to our Solicitors

Car boot update letter detailing car boots agreed to

Village Hall extension no update

**WALC**

New courses

 **13. Planning matters**

 **PAP/2021/0641 The orchard Green Lane - Granny Annex**

**14. Finance Report**

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| **Middleton Parish Council 2021/2022** |  |  |  |  |
| **Meeting Date 15.12.2021 Finance summary**

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| --- | --- | --- | --- | --- |
| **Middleton Parish Council 2021/2022** |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **Capital reserve fund** **A/c 29525357 (3.12.2021)** |  |  |  |
| **opening balance** |  |  |  |  |  **7,368.80**  |  |
| **interest** |  |  |  |  |  |  0.06  |  |
| **new balance** |  |  |  |  |  **7,368.86**  |  |
| £4000 is rent deposit  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **Current Account 00411787 (30.11.2021)** |  |  |  |  |
| **Financial summary** |  |  |  |  |  |  |
| **Balance at bank A/c 00411787** |  |  |  **33,980.74**  |  |
| **Unpresented cheques** | **C/N** | Date | **Description** |  |  |  |
|  |  | 2245 | 29/10/2021 | wages |  |  -998.68  |  |
|  |  | 2246 | 04/11/2021 | **Prontaprint** |  |  -196.28  |  |
|  |  |  2248  | 09/11/2021 | Speed sign |  | -2,682.80  |  |
|  |  |  |  | **Subtotal** |  |  30,102.98  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  30,102.98  |  |
|  |  |  |  | wages |  | - 698.68  |  |
|  |  |  |  | HMRC |  | - 862.78  |  |
|  |  |  |  |  |  |  **28,541.52**  |  |
| Notes  |  |  |  |  |  |  |  |
| \*\* No knowledge yet of when audit will be finalised or additional costs so figure is precautionary |  |
|  |  |  |  |  |  |  |  |
| Income |  |  |  | MCC rent |  |  2,028.00  |  |
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| \*\* No knowledge yet of when audit will be finalised or additional costs so figure is precautionary |
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**15. Public Questions and Comments**.

 *No public present*

**16. The Chair proposes**

*None.*

**17. Any other business**

**Meeting closed at 8.00 pm**

**Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date of next meeting 19/12/2021**