

# THORPE MALSOR PARISH COUNCIL

Minutes of the Ordinary Meeting of Thorpe Malsor Parish Council held on 20<sup>th</sup> January 2022.

Present: Cllr Edd Stevenson (Chair), Cllr C Holborow, Cllr Jo Rawson,  
Cllr H Sharp (Acting Clerk).  
No members of the public attended.

## 1. Apologies for absence

Cllr Jane Harrison sent apologies, due to prior commitments, which were accepted.

## 2. Declarations of Interest

None

## 3. Approval and signature of minutes of the Ordinary meeting of 18<sup>th</sup> November 2021.

The minutes were approved without amendment and signed by the Chair.

## 4. Matters Arising

None.

## 5. Open Forum (public participation session).

No members of the public attended.

## 6. Finance

### a) To receive the Finance Report and approve the Schedule of Payments.

The clerk presented the latest financial statement, which had been circulated prior to the meeting. Two invoices were presented for payment and approved. (Copy attached).

### b) To set the Budget for Expenditure for 2022/2023.

The draft budget, circulated in advance of the meeting, was discussed in detail. Reserves were allocated to cover the estimated cost of repairs to parish assets including: bus shelter roof, restoration work on the ancient well, possible replacement of the parish noticeboard and replacement of the bench seat by the Hall gates. It was resolved to set a budget for expenditure of £7331 for 22-23. (See Appendix A attached). Cllr Holborow offered to obtain a quote for work required to the bus shelter.

### c) To set the Precept demand for 2022/2023.

It was resolved to maintain the precept demand for 2022-23 at £2000. (See Appendix A)

Action: Clerk to complete Precept Demand and return to North Northamptonshire Council.

## 7. Planning

### a) Update: Grain Store Application NK/2021/0043

It was noted that the planning application had now been granted. Although the council had requested tree planting to the east of the store, this had not been included in the decision notice. Cllr Holborow indicated that the estate hoped to be able to carry out some planting, if the surrounding bunds allowed.

### b) Update: Pool application NK/2021/0667 & 0668

It was noted that the application had been approved.

## **8. Policies & Procedures**

**a) To review the following Policies & Procedures: Standing Orders, Financial Regulations, Internet Banking Procedure (Interim), Data Protection Policy, Expenses Policy, Complaints Procedure & SAR Procedure.**

It was resolved to adopt all policies without change.

**b) To adopt the new Code of Conduct proposed by NNC.**

It was resolved to adopt the new code.

## **9. To review plans for the Queen's Platinum Jubilee celebration.**

Cllr Stevenson agreed to contact representatives of the village hall and social club committees, with a view to forming a village committee to organise a community event, including a Big Lunch and entertainment, on Sunday 5<sup>th</sup> June.

Cllr Holborow indicated that he would commence the building of a beacon, the lighting of which, on Thursday evening 2<sup>nd</sup> June, will mark the start of the weekend of celebrations.

The clerk advised that it might be possible to obtain a grant from NNC's Community Fund to cover some of the costs of the event. Cllr Stevenson agreed to make an application to NNC; clerk to forward the details to him.

## **10. To consider engaging with the Northants CALC Asset Mapping Project (AMP) and appointment of an AMP Working Group.**

The clerk outlined the aim of the project: to map the assets (land and property), services, and any assets of community value currently owned and provided by the Unitary Council. It was agreed that the council would set up a working party to complete this project comprising of Cllr Harrison, Cllr Holoborow and the clerk. Clerk to check with Cllr Harrison that she is happy to participate in the working group.

## **11. To receive an update on current projects:**

### **a) Short Lane verge improvement**

It was agreed that one tree would be moved and the tree currently heeled in would now be planted, if space permits. Cllr Holborow will organise the move and re-planting. It was noted that allotment holders are using this verge for parking, which is damaging the grass and detracts from the overall appearance of the lane. It was suggested that parking might be provided in the field adjacent to the allotments.

### **b) Tree Bench Seat**

Cllr Holborow reported that another local carpenter would likely be prepared to undertake construction of a new bench seat and he would contact the carpenter to confirm.

### **c) Trial planting of wild flowers on Eagle Lane verge**

The clerk reported that a working party has now planted the wildflower seeds between the village sign and the main gate of the Hall.

### **d) Planting of bulbs along narrow verge on Church Way**

The clerk reported that a working party has now planted the bulbs along the verge, between the bus shelter and the churchyard wall.

### **e) Restoration work to the village well**

The clerk reported that a quote had not yet been received for the proposed work, she will progress-chase.

**f) Protection of green space in The Square**

No further progress to report at present.

**12. Date of next meeting.**

The date was set for Thursday, 10<sup>th</sup> March 2022.

The meeting closed at 8.15 pm.

Signed: .....(Chair)

Date: .....

## THORPE MALSOR PARISH COUNCIL

### SCHEDULE OF PAYMENTS

Accounts to be passed for payment 20<sup>th</sup> January 2022:

Payee	Details	Amount	Power
Gee Tee Bulb Co.	Bulbs for Church Way verge	£32.27	Open Spaces Act 1906, s14
Peter Nyssen	Bulbs for Church Way verge	£24.95	Open Spaces Act 1906, s14
<b>Total</b>		<b>£57.22</b>	

### RECEIPTS SINCE: 18<sup>th</sup> November 2021:

Date	Particulars	Amount	Account Credited
06/12/21	Interest	£0.02	Premium Account
<b>Total</b>		<b>£0.02</b>	

### FINANCIAL STATEMENT

Balances B/F 18/11/21		Receipts	Expected Balances (after payment of above invoices)
Premium Account	£631.77	£0.02	£631.79
Community Account	£5383.91	£0.00	£5,326.69
<b>Total</b>	<b>£6,015.68</b>	<b>£0.02</b>	<b>£5,958.48</b>

## Appendix A

### THORPE MALSOR PARISH COUNCIL

#### PROPOSED BUDGET 2022-23

EXPENDITURE	2021-22				2022-23
	Budget	Actual (to 16/1/22)	Forecast (to y/e)	Total Year (projected)	
<b>General Administration</b>	<b>£1,709.00</b>	<b>£667.39</b>	<b>£54.00</b>	<b>£721.39</b>	<b>£1,341.00</b>
Audit Charge	£105.00	£105.00		£105.00	£115.00
Clerk's Salary	£400.00	£0.00		£0.00	£0.00
Clerk's Expenses	£80.00	£0.00		£0.00	£60.00
Insurance	£300.00	£263.00		£263.00	£300.00
Subscriptions	£160.00	£145.00		£145.00	£150.00
Registration Fees	£40.00	£40.00		£40.00	£40.00
Training	£450.00	£0.00		£0.00	£326.00
Website	£110.00	£104.39		£104.39	£270.00
Computer (upgrade)	£54.00		£54.00	£54.00	£65.00
Other	£10.00	£10.00		£10.00	£15.00
<b>Open Spaces</b>	<b>£135.00</b>	<b>£54.00</b>	<b>£98.00</b>	<b>£152.00</b>	<b>£215.00</b>
Land Rental	£15.00	£30.00		£30.00	£15.00
Bulbs & wild flower seed.	£20.00	£24.00	£48.00	£72.00	£150.00
Grass cutting	£0.00	£0.00		£0.00	£50.00
Green space maintenance	£100.00	£0.00	£50.00	£50.00	£0.00
<b>Total Regular Expenditure</b>	<b>£1,844.00</b>	<b>£721.39</b>	<b>£152.00</b>	<b>£873.39</b>	<b>£1,556.00</b>
<b>Projects</b>	<b>£1,430.00</b>	<b>£0.00</b>	<b>£250.00</b>	<b>£250.00</b>	<b>£5,150.00</b>
Noticeboard Replacement	£680.00	£0.00	£0.00	£0.00	£700.00
Seat – green space by Hall gates.	£0.00				£1,500.00
Green space protection	£250.00	£0.00	£250.00	£250.00	£0.00
Short Lane verge improvement	£0.00	£0.00		£0.00	£150.00
Defibrillator	£500.00	£0.00		£0.00	£0.00
Village Well Restoration					£800.00
Bus Shelter Roof Repair					£1,700.00
Side Gate (Church Yard)					£300.00
<b>Other</b>	<b>£450.00</b>	<b>£0.00</b>	<b>£30.00</b>	<b>£30.00</b>	<b>£625.00</b>
Election Expenses	£450.00	£0.00	£30.00	£30.00	£125.00
Community Event (Platinum Jubilee)					£500.00
<b>Total Annual Expenditure</b>	<b>£3,724.00</b>	<b>£721.39</b>	<b>£432.00</b>	<b>£1,153.39</b>	<b>£7,331.00</b>

#### PRECEPT DEMAND 2022-23

Expected Reserves at end of 21-22	<b>£5,958.00</b>
Anticipated budgeted expenditure 22-23	<b>£7,331.00</b>
Precept Demand	<b>£2,000.00</b>