

THORPE MALSOR PARISH COUNCIL

Minutes of the Ordinary Meeting of Thorpe Malsor Parish Council held on 19th January 2023.

Present: Cllr E Stevenson (Chair), Cllr J Harrison, Cllr H Sharp (Acting Clerk).
No members of the public attended.

1. Apologies for absence

Cllr Holborow 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 17th November 2022.

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 (copy attached). All invoices were approved.

b) To consider quotations received for works to the village well.

The quotations were discussed in detail. It was agreed that the quotation from DM Property Maintenance would be accepted but that clarification should be sought on the stonework that would be replaced.

c) To set the Budget for Expenditure for 2023/24.

The draft budget, circulated in advance of the meeting, was discussed in detail. It was agreed that the Council should employ a Clerk and an amount of £2650 was budgeted for the Clerk's salary, based on an average working week of 4 hours. Cllr Sharp explained that the current SCP 9 rate was £12.05 per hour but that it was expected that there would be a 5% uplift for the coming year equating to approximately £12.65 per hour. It was agreed that an amount of £600 be included for green space protection and improvements plus £100 added for training. It was resolved to set a budget for expenditure of £4690 for 23/24 (see Appendix A attached).

d) To set the Precept demand for 2023/24.

It was resolved to set the precept demand for 2023-24 at £3145. (See Appendix B attached). Clerk to complete Precept Demand and return to North Northamptonshire Council.

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7. Policies & Procedures

To review the following policies and procedures: Standing Orders, Financial Regulations, Internet Banking Procedure.

It was resolved to adopt all policies without change.

8. To propose activities to mark the Coronation of King Charles III on Saturday 6th May 23.

It was suggested that the Council might consider organising a party in The Square on bank holiday Monday, 7th May, with a theme of 'bring & share'. It was agreed to canvas the opinion of residents and consider forming a committee.

9. To approve councillor training course recommended by NCALC and review upcoming course dates.

The Clerk advised that she had made a provisional booking of 4 places on the training course 'Off to a Flying Start' on 27th April. Cllr Stevenson advised that he could not attend on that date. Cllr Harrison will check and confirm. Clerk to write to Cllrs Rawson and Holborow to see if they will be able to attend.

10. To receive an update on the following projects:

a) Bench Seat

No update to report.

b) Village Noticeboard

A resident has offered to repair the current noticeboard.

c) Restoration works to the village well

See item 6b above.

d) Bus Shelter roof repair

Clerk to speak to Game Construction and ask them to liaise with Cllr Holborow regarding the overhanging branches.

e) Additional bulb planting Short Lane/Church Way

The Clerk advised that she had received an invoice for further bulbs and they had been delivered to The Hall.

11. To review day of week on which Council meetings are held and set the date of the next meeting.

It was agreed that the review of the meeting day would be postponed until the next meeting. The date of the next meeting to be advised after consultation with all members.

The meeting closed at 8.30 pm.

Signed:(Chair)

Date:

THORPE MALSOR PARISH COUNCIL

SCHEDULE OF PAYMENTS

Accounts to be passed for payment 19th January 2023:

Payee	Details	Amount	Power
C Holborow	Bulbs for Church Way (Reimbursement)	£34.20	Open Spaces Act 1906, s14
NCALC	Tax Invoice (VAT)	£23.00	LGA 1972, s101
Total		£57.20	

RECEIPTS SINCE: 8th September 2022:

Date	Particulars	Amount	Account Credited
05/12/22	Interest	£0.35	Premium
Total		£0.35	

FINANCIAL STATEMENT

Balances B/F 17/11/22		Receipts	Current Balances (after payment of above invoices)
Premium Account	£632.05	£0.35	£632.40
Community Account	£5308.11	£0.00	£5,250.91
Total	£5,940.16	£0.00	£5,883.31

Appendix A

THORPE MALSOR PARISH COUNCIL

BUDGET 2023 - 24

EXPENDITURE	2022-23				2023-24
	Budget	Actual (to 19/01/23)	Forecast (to y/e)	Total Year (projected)	
General Administration	£1,341.00	£672.00	£199.00	£871.00	£3,725.00
Audit Charge	£115.00	£110.00		£110.00	£120.00
Clerk's Salary	£0.00			£0.00	£2,650.00
Clerk's Expenses	£60.00	£41.00	£20.00	£61.00	£65.00
Insurance	£300.00	£196.00		£196.00	£220.00
Subscriptions	£150.00	£152.00		£152.00	£160.00
Registration Fees	£40.00	£40.00		£40.00	£40.00
Training	£326.00		£179.00	£179.00	£100.00
Website	£270.00	£123.00		£123.00	£280.00
Computer (upgrade)	£65.00	£0.00		£0.00	£75.00
Other	£15.00	£10.00		£10.00	£15.00
Open Spaces	£215.00	£29.00	£15.00	£44.00	£165.00
Land Rental	£15.00		£15.00	£15.00	£15.00
Bulbs & wild flower seed.	£150.00	£29.00	£0.00	£29.00	£150.00
Grass cutting	£50.00			£0.00	£0.00
Total Regular Expenditure	£1,556.00	£701.00	£214.00	£915.00	£3,890.00
Projects	£4,850.00	£0.00	£2,000.00	£2,000.00	£675.00
Noticeboard Replacement	£700.00		£300.00	£300.00	
Seat – green space by Hall gates.	£1,500.00		£0.00	£0.00	£0.00
Green space improvement / protection	£0.00			£0.00	£600.00
Short Lane verge improvement	£150.00			£0.00	£75.00
Village Well Restoration	£800.00		£0.00	£0.00	£0.00
Bus Shelter Roof Repair	£1,700.00		£1,700.00	£1,700.00	£0.00
Other	£625.00	£494.00	£0.00	£494.00	£125.00
Election Expenses	£125.00			£0.00	£125.00
Community Event (Platinum Jubilee)	£500.00	£494.00		£494.00	£0.00
King's Coronation					£0.00
Total Annual Expenditure	£7,031.00	£1,195.00	£2,214.00	£3,409.00	£4,690.00

Appendix B

THORPE MALSOR PARISH COUNCIL

PRECEPT DEMAND 2023 - 24

Current Balance @ 19/01/23		£5,883.31
Expected Receipts to Year End		£1,000.00
Expected Outgoings to Year End		-£2,214.00
Forecast Balance at Year End		£4,669.31
Reserves:		£3,125.00
Seat Replacement (by Hall gates)	£1,500.00	
Village Well restoration	£500.00	
Election Expenses Fund	£125.00	
	<u>£2,125.00</u>	
General Reserve	£1,000.00	
Balance Available Excluding Reserves		£1,544.31
Budgeted Expenditure 23-24		£4,690.00
Precept Demand		£3,145.69