

Hirst Courtney & West Bank Parish Council

FOR THE ATTENTION OF ALL PARISH COUNCILLORS

You are hereby summoned to attend the Hirst Courtney & West Bank Parish Council meeting, to be held on 17th September 2024, at 7pm, in the restaurant area of The Sloop Inn, Temple Hirst.

In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 the public and press may attend the meeting.

H Phillips

Clerk to Hirst Courtney & West Bank Parish Council.

AGENDA

41. Apologies for Absence

To receive apologies and consider reasons for absence.

42. Declarations of Interest

To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

43. Minutes of the Parish Council

To consider the Minutes of the Parish Council held on 23rd July 2024. (pages 3-5)

44. Chair's Report

To receive the verbal report from the Chair on events attended and matters to note since the meeting held on 23rd July 2024.

45. Clerk's Report

To receive the verbal clerk's report on matters dealt with since 23rd July 2024.

46. Questions from the Public

- i) The clerk received an email from a member of the public relating to a new resident who has concerns regarding a streetlight which shines directly into a bedroom in their property. The resident has asked that the Council consider having a 'baffler' placed on the lamp to shield the light from directing into their property.

47. Finance Matters

47.1 To receive the accounting reports and bank statements up to 31st August 2024.

47.2 To consider the payments outstanding and those made by the clerk under delegated authority.

Invoice Date	Customer Inv. No.	Payee	Payment Detail	Date Paid	Amount Paid	Payment Method (Incl. Cheque No.)
25/07/2024	M4 Wk16	H Phillips	Clerks July 2024 Salary	25/07/2024	£278.64	BACS
25/08/2024	M5 Wk 21	H Phillips	clerks August 2024 Salary	23/07/2024	£278.64	BACS
12/07/2024	14038	Autela Payroll Services Ltd	Payroll	14/08/2024	£75.05	BACS
20/07/2024	INV-2830	TA Leek & Sons	Grass Verge Cutting	01/08/2024	£78.00	BACS
03/08/2024	IN11201070	Npower	Streetlight Energy	24/08/2024	£223.85	BACS
27/08/2024	536592168	Arthur J. Gallagher Insurance Brokers Ltd	Parish Council Insurance Premium	27/08/2024	£12,222.83	BACS
15/08/2024	01-0277-9	SAIDB	Drainage Rates	03/09/2024	£7.07	BACS
04/09/2024	IN11412227	Npower	Streetlight Energy	25/09/2024	£225.35	BACS
09/06/2024	to 9th June 2024	HSBC	Bank Charges	01/07/2024	£5.00	DD
09/07/2024	to 9th July 2024	HSBC	Bank Charges	31/07/2024	£5.00	DD
09/08/2024	to 9th August 2024	HSBC	Bank Charges	31/08/2024	£5.00	DD
09/09/2024	to 9th Sept 2024	HSBC	Bank Charges		£5.00	DD

- 47.3 To consider the purchase of new defibrillator pads.
- 47.4 To consider the rental and tenancy of Constable Acre for 2024-2025.
- 47.5 To consider authorisation of payment for the clerk's standard hours worked in July & August 2024.

48. Planning Matters

- 48.1 To consider any Planning Applications received since 23rd July 2024.
- 48.2 To receive any notified Planning Decisions.
- 48.3 To consider any Planning Consultations received since 23rd July 2024.

i) Re-consultation

ZG2023/1203/FUL – Royal Oak Inn, Main Road, Hirst Courtney.

Erection of seven dwelling houses, access road, and associated hardstanding, landscaping, and infrastructure. Deadline for comment 28th August 2024

(Cllr's were emailed prior to the deadline date with the information).

- 48.4 To consider any further updates or actions required regarding the proposed Helios Solar Farm Project.

49. Policy Review

- 49.1 To review the Council's Standing Orders.
- 49.2 To review the Council's Financial Regulations.
- 49.3 To review the Councillor Code of Conduct.

50. Training

- 50.1 No training requests have been received since 23rd July 2024.
- 50.2 No feedback from the councillors or clerk has been received as no training has been completed since 23rd July 2024.

51. **Date of Future Parish Council Meeting: 22nd October 2024.**

Item 43

Minutes of the Hirst Courtney & West Bank Parish Council meeting, held on 23rd July 2024, at 7pm, in the restaurant area of The Sloop Inn, Temple Hirst.

Present: Cllr Wagstaff, Forbes, Barrett, and Webster.

Attending: No members of the public were present.

28. Apologies for Absence

The Council received apologies and reasons for absence from Cllr's Harper, Stephenson and the Clerk.

Resolved: That the apologies and reasons for absence received from the noted Cllr's and the Clerk be approved.

30. Declarations of Interest

There were no disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

31. Minutes of the Parish Council

The Council considered the Minutes of the Parish Council held on 18th June 2024.

Resolved: That the Minutes of the Parish Council meeting held on 18th June 2024 be approved.

32. Chair's Report

The Council received the verbal report from the Chair on events attended and matters to note since the meeting held on 18th June 2024, as follows: -

- The footpath outside 'Whitegables' is overgrown; it was proposed that a Cllr have a chat with the owner to highlight the issue and request corrective action.
- It was reported that two persons had their dogs in the playpark; signage is in place to prohibit this activity. Cllr Wagstaff is to post a polite reminder on the village community Facebook page.

Resolved: That the Chair's verbal report be noted.

33. Clerk's Report

The Council received the clerk's report (below) on matters dealt with since 18th June 2024.

- As agreed, the clerk now has an activated bank debit card for appropriate usage if required.
- The letter to the Secretary of State relating to the Helios project has been issued, and the Council's website has been updated to indicate this.
- The Council's ICO Data Protection Certificate has been renewed and is now valid until July 2025.
- The annual Inventory for National Power Grid has been issued and is valid until July 2025.

Resolved: That the Clerk's report be noted.

34. Questions from the Public

The clerk received an email from a member of the public relating to a new resident who has concerns regarding a streetlight which shines directly into a bedroom in their property. The resident has asked that the Council consider having a ‘baffler’ placed on the lamp to shield the light from directing into their property.

Unfortunately this item was overlooked; a response will be sought from the Cllr’s and forwarded to the member of the public asap by the Clerk.

35. Finance Matters

35.1 The Council received the accounting reports and bank statements up to 30th June 2024.

Resolved: That the accounting reports up to 30th June 2024 be approved.

35.2 The Council considered the payments outstanding and those made by the clerk under delegated authority.

Resolved: That the payments made by the Clerk under delegated authority be approved.

Invoice Date	Customer Inv. No.	Payee	Payment Detail	Date Paid	Amount Paid	Payment Method (Incl. Cheque No.)
18/06/2024	INV525	Cutting Edge Garden & Ground Maintenance Ltd	Grass Cutting in Playpark & Village Signs	In Monthly Installments	Total Annual £1180.00	BACS
03/07/2024	IN10948628	Npower	Streetlight Energy	24/07/2024	£217.17	BACS
01/07/2024	8420	MD Woodrow	Noticeboards Maintenance	08/07/2024	£223.58	BACS

35.3 The Council considered authorisation of payment for the clerk’s standard hours worked in June 2024.

Resolved: That the Clerk’s standard hours worked in June 2024 be approved.

36. Planning Matters

36.1 No Planning Applications, Decisions, or Consultation letters have been received since the meeting on 18th June 2024.

37. Flooding Update.

The Council considered the need for any further action required regarding the response to the communication from Kier Mather MP on the flooding circumstances in the Parish.

Resolved: That no further comment be required.

38. Policy Review

38.1 To review the Council’s Standing Orders.

38.2 To review the Council’s Financial Regulations.

38.3 To review the Councillor Code of Conduct.

Resolved: That the policy reviews be deferred until the Parish Council meeting scheduled for September 2024.

39. Training

39.1 No training requests have been received since the meeting held on 18th June 2024.

39.2 No feedback from the councillors or clerk has been received as no training has been completed since 18th June 2024.

40. Date of Future Parish Council Meeting: 17th September 2024.

The meeting was closed at 8.30pm.