

**\*MINUTES OF THE MEETING OF BISHOPS HULL PARISH COUNCIL HELD AT THE FRANK BOND CENTRE ON THURSDAY 13<sup>th</sup> DECEMBER 2018**

**Have Your Say** – A local resident raised concerns regarding parking in Shutewater causing the bus difficulty in accessing this area, and reported a recent incident where the bus driver refused to carry out the advertised route, through fear of not being able to turn the bus around.

**Action:** The Clerk will report this matter First Bus and parking services County Councillor Hunt, District Cllr Morrell and the Police reports were received.

**PARISH COUNCIL MEETING OPENED at 7.25pm**

**Members Present:** Mr M Leach - Chairman  
Mr J Hunt – Vice Chairman  
Mr J Hamer Mrs L Kelly  
Mr E Parsons Mr J Taylor  
Mr T Taylor Mr P Prior-Sankey  
Mr S Turner

**Also Present:** 4 members of the public, District Cllr Morrell and Helen McGladdery (Clerk)

**E3288 Apologies for Absence**

Mrs J Henry, Mr M Turner and District Cllr Blatchford

**E3289 To Agree Minutes of the Meeting held on Thursday 8<sup>th</sup> November 2018**

The minutes were agreed as a true and accurate record of the meeting and signed by the Chairman

**E3290 Declaration of Interest not already recorded**

None

**E3291 Planning applications received:**

**05/18/0049** - Single storey extension to rear and side of 76 Smithy, Bishops Hull – NO COMMENT

**05/18/0048/T** - Notification to fell one poplar tree within BH Conservation area on land to the North of Netherclay, Bishops Hull – NO COMMENT

**05/18/0045** - Replacement of porch with single storey extension and formation of gated access at St Peter and St Pauls Church, Bishops Hull – NO COMMENT

**05/18/0050/LB** - Internal alterations at the Old Mill, Netherclay – NO COMMENT

**05/18/0046** - Replacement of building for vehicle servicing and MOT's at plot 11, Galmington Trading Estate East, Cornishway East, Bishops Hull – NO COMMENT

**Action:** The Clerk to submit the agreed responses to TDBC

**E3292 To discuss ringfenced CIL Funds, with an update from The Bishops Hull Village Hall & Playing Fields Trust and Bishops Hull Hub Trust on the progress of their projects**

The Chairman from both Trusts were in attendance, the financial reports and project information was distributed to Members. The Trust asked if the Parish Council would be a guarantor for a pending £10,000 loan.

**Resolved:** Members were satisfied sufficient progress was being made by both parties.

**Action:** The Clerk to add Trusts request to January agenda and seek guidance from SALC

**E3293**      **To discuss the letter received from The Bishops Hull Village Hall & Playing Fields Trust in response to the Parish Council Grant received**  
The refurbishment of the benches in the playing field was discussed. The Trust Chairman will update the Parish Council on the progress of this.

**E3294**      **To review Local Grant applications received**  
A grant request of £500 was received from the newly formed "Friends of Netherclay"  
**Resolved:** Members voted unanimously to authorise this grant  
**Action:** The Clerk to arrange payment

**E3295**      **Financial Matters:**  
**Detail of payments made since the previous meeting and any payments awaiting approval**

Smart Pensions	£27.90
Phone insurance	£3.00
Mobile phone	£7.00
Malcolm Turner expenses - tree Rumwell	£40.49
Colourtone - December CN & Printing	£182.74
TDBC - Vegetation clearance Silk Mills	£499.99
Poppy Appeal - Wreath	£50.00
NOT WASTE Ltd - Second payment	£450.00

The Clerks and Street Cleaners November salaries were paid in this period

**Funds received**

CIL payment – Rumwell & Abbeyvale 2	£8,528.21
BH Stores Community news advert	£50.00
Inglenot Community News advert	£25.00
Bradford Community News advert	£5.00

**To agree Clerks new Spinal Column point 36 from 1/1/19**

**Resolved:** Members voted unanimously to agree the Clerks new Spinal Column point from 1/1/19

**Action:** The Clerk to recalculate the salary

**To discuss the draft budget for 2019/20**

**Resolved:** Members voted unanimously to accept the draft budget (attached)

**Action:** The Clerk to add the budget to the January agenda for final approval

**To discuss Three Yearly Forecast**

**Resolved:** Members voted unanimously to accept the three-year forecast figures

**Action:** The Clerk to review annually

**To agree Precept request from TDBC**

**Resolved:** Members voted 6 for, 2 against and 1 abstention to keep the precept request as a neutral charge for residents therefore, requesting £22,941.23

**Action:** The Clerk to submit the request to TDBC by the deadline

- E3296 Clerks Report which will include all matters arising from previous minutes**  
The Clerks report was distributed to Members.
- E3297 Chairman's / Vice Chairman's Report on various meetings attended on behalf of the Parish Council**  
The Chairman gave a verbal report
- E3298 To adopt revised Standing Orders to incorporate GDPR and Filming of Council meetings policy**  
**Resolved:** Members voted unanimously to adopt both policies  
**Action:** The Clerk to add these to the website and Facebook page
- E3299 To agree budget for leaflets to promote 2019 Parish Council Elections**  
**Resolved:**  
  1. Members voted against purchasing a glossy leaflet at the cost of £360 to promote the Parish Council elections by a vote of 5 to 4
  2. Members voted unanimously to produce an insert in the Community news on coloured paper at the cost of £120 to promote the Parish Council elections
  3. Members voted 7 for 2 against to check the feasibility of producing glossy poster to promote the Parish Council elections**Action:**  
  1. Members to submit suggestions for the Community News insert to the Clerk by 13<sup>th</sup> January
  2. The Clerk to obtain costings for posters
  3. The Clerk to add purchase of posters to the January agenda
- E3300 Local Footpaths consultation**  
**Resolved:** Members voted unanimously to support the view of the Parish Paths Liaison Officer to oppose the grading of all Parish paths to category 3  
**Action:** The Clerk to complete the online consultation and write to the SCC Officer responsible for the footpaths
- E3301 Suggested items from Councillors for inclusion in next meeting**  
  1. Finalised budget
  2. BHVH&PF Trust guarantor of loan request
  3. Purchase of defibrillators using CIL Funds
  4. Posters to promote Parish Council Election
  5. Update from the BHVH&PF Trust meeting
- E3302 Date of next meeting:** Thursday 24<sup>th</sup> January 2019 at The Church Hall

Meeting closed at 9.10pm - **Mike Leach - Chairman**

**Attachment:**

1. **Draft Budget**
2. **Three yearly forecast**

**DRAFT BUDGET 2019/20**

**ESTIMATED INCOME**

Precept	£22,941.23
Other TDBC Grants	£2,020.00
Community News	£2,400.00
Allotments	£660.00
<b>TOTAL</b>	<b>£28,021.23</b>

**ESTIMATED EXPENDITURE****Basic payments**

Clerk's salary	£13,433.51
Employers NI contribution	£1,853.82
Auto Enrolment	£300.00
Clerk's allowance	£216.00
Street Cleaner's salary	£6,086.00
BHVH&PF Trust Grant from TDBC	£1,700.00
Establishment costs	£3,000.00
Election costs	£100.00
Litter/Dog Bins	£1,500.00
Allotments	£400.00
Audit fees	£385.00
Footpath maintenance	£320.00
Netherclay bridge payment	£1,000.00
Community News	£2,400.00
<b>Sub Total</b>	<b>£32,694.33</b>

**Optional payments for consideration**

Noticeboards	£500.00
Benches	£500.00
Dog bin	£780.00
Bishops Hull Trust	£1,000.00
Local Grants & Donations	£1,000.00
Friends of Netherclay Woodland	£1000.00
Local Services	£3,000.00
Street Cleaner's equipment	£200.00
Street cleaner 1 extra hour per week	£477.36
1-day vegetation clearance	£920.00
<b>Sub Total</b>	<b>£9377.34</b>
<b>TOTAL EXPENDITURE</b>	<b>£42,071.69</b>

**Deficit** **-£14,050.46**

**Three- Yearly Forecast**

<b>RECEIPTS</b>	<b>Forecast 19-20</b>	<b>Forecast 20-21</b>	<b>Forecast 21-22</b>
Precept from TDBC	25,000.00	32,000.00	37,000.00
Addtl. Funding from TDBC	-	-	-
TDBC Grants:			
Re footpath maintenance	-	-	-
Re playing field	-	-	-
Allotment rents	720.00	720.00	750.00
Bank interest	20.00	20.00	100.00
VAT recovered	500.00	500.00	500.00
Community News	2,400.00	2,600.00	2,800.00

<b>Total receipts</b>	<b>28,640.00</b>	<b>35,840.00</b>	<b>41,150.00</b>
<b>PAYMENTS</b>			
Clerk's salary	13,433.51	15,985.88	18,804.39
Auto Enrolment	450.00	799.29	940.22
Street cleaner's salary	6,086.00	6,209.00	6,333.00
Clerk's allowance	216.00	250.00	280.00
Street Cleaner equipment	200.00	200.00	200.00
Establishment costs	3,000.00	3,200.00	3,500.00
Allotments	400.00	500.00	600.00
Audit fees	385.00	425.00	475.00
VAT payable	500.00	500.00	500.00
Footpath maintenance	320.00	320.00	350.00
Local Amenities	2,500.00	2,750.00	3,000.00
Supporting local groups & donations	1,000.00	1,000.00	1,000.00
Community woodland	500.00	500.00	500.00
Bishop's Hull Trust	1,000.00	1,000.00	1,000.00
Training costs	500.00	500.00	500.00
Community News	2,400.00	2,600.00	2,800.00
Local services	3,000.00	4,000.00	5,000.00
Election costs	100.00		
<b>Total payments</b>	<b>35,990.51</b>	<b>40,739.17</b>	<b>45,782.61</b>
<b>Surplus/Deficit for the year</b>	<b>-7,350.51</b>	<b>-4,899.17</b>	<b>-4,632.61</b>
<b>Estimated opening balance of PC Funds</b>	<b>22,551.00</b>	<b>15,300.49</b>	<b>10,401.32</b>
<b>Estimated closing balance of PC Funds</b>	<b>15,200.49</b>	<b>10,401.32</b>	<b>5,768.71</b>
<b>Summary of budgeted CIL Funds</b>			
Opening balance of CIL Funds	<b>78,475.00</b>	<b>73,096.00</b>	<b>28,096.00</b>
<b>Receipts</b>			
CIL payments from TDBC	<b>11,621.00</b>	<b>5,000.00</b>	<b>5,000.00</b>
<b>Ringfenced Payments</b>			
BHVVH&PF Trust	17,000.00		
Bishops Hull HUB	50,000.00		
<b>Closing balance of CIL Funds</b>	<b>73,096.00</b>	<b>28,096.00</b>	<b>33,096.00</b>
<b>Estimated Funds at year end 31/3/19</b>			
Saving account	22,551.00		
CIL Account	78,475.00		
<b>Total</b>	<b>101,026.00</b>		