

BELTON WITH BROWSTON

PARISH COUNCIL

**CHAIRMAN: PETER NICHOLS VICE CHAIRMAN: MICHAEL GRAYSTONE
MINUTES FROM THE PARISH COUNCIL MEETING HELD ON 17th APRIL 2018
AT THE NEW ROAD SPORT AND LEISURE CENTRE, BELTON**

IN ATTENDANCE

P. Nichols (Chair), M. Graystone (Vice Chair), Councillors N. Brown, D. Buckworth, M. Greenacre, N. Light, G. Newman, L. Staff, I. Walpole, K. Palmer (Clerk) and 3 members of the public including Borough Cllr Myers.

The meeting commenced at 8.20pm.

PUBLIC SECTION

-Mr Swan reported that he and Mrs Swan would be giving up as community gardeners within the next couple of weeks therefore a replacement will need to be found to look after the beds that are at the Church Triangle and at the bottom of Deben Drive. It was agreed to place an article in the Village Voice to advertise help is wanted.

-Borough Councillor Myers reported he has notified NCC Highways about the severe flooding on Dashwood Close, and the flooding which is occurring in Rosedale Gardens is also being looked into. GYB Services have been contacted about the bin emptying on Bell Lane and Paul Shucksmith Environmental Ranger has been contacted about the spray weed killing at the Kings Head who stated this must have been undertaken before the decision was taken not to spray.

With no further business the main meeting commenced at 8.31pm

1. APOLOGIES FOR ABSENCE

Apologies had been received from Cllrs Clark, Hillier and Dinsdale and County Cllr Grant. To accept the apologies Proposed Cllr Graystone, Seconded Cllr Walpole. All In Favour.

2. DECLARATIONS OF INTEREST

JGI Trustees - Cllr Clark. Burgh Castle Parish Council – Cllr Nichols. Also note all Parish Councillors are Trustees of Belton Playing Field Charity.

3. MINUTES FROM LAST MEETING

The minutes from the meeting held on 20/03/18 had been prior circulated by the Clerk. To accept as a true and accurate record Proposed Cllr Greenacre, Seconded Cllr Staff. All In Favour.

4. MATTERS ARISING

-It was agreed for the Clerk to write to the various property owners in Browston requesting that there hedges are cut back.

5. NORFOLK DAY

The Clerk reported the request for a donation towards the event had changed slightly. The Village Voice have requested a donation of £200 is made to provide the taxi shuttle service which will take all residents from the New Road car park to the Church and then back again. The fee for the whole day being £200 for this service which is will also have disabled access. To agree the donation and also to permit the centre car park can be used all day with the steward having access to the toilets, and for a banner to be attached to the fence Proposed Cllr Greenacre, Seconded Cllr Newman. All In Favour.

6. REPLACEMENT OF SHOPS NOTICE BOARDS

It was agreed to purchase two notice boards from SSAF, the boards being 1010mm x 1050mm with wood grain effect on the outer frame £285 each plus vat. Proposed Cllr Greenacre, Seconded Cllr

Buckworth. All In Favour.

7. 2017/18 YEAR END ACCOUNTS

The Clerk had prior circulated to all members prior to the meeting a copy of the 2017 income and expenditure sheet, budget to spend report and bank reconciliation, please note a copy of these reports are appended to and do form a part of the minutes. To accept all reports and to approve the accounts Proposed Cllr Staff, Seconded Cllr Brown. All In Favour. Thanks was given to the Clerk for her work in compiling the accounts ready for audit.

The Clerk confirmed all accounts are now with Dennis Cooper for the Internal Audit.

Bank Reconciliation

Financial year ending: 31st March 2018

Prepared by: Miss Kate Palmer (Clerk/RFO)

Date: 1st April 2018

Bank Balance as per statements as at 31st March 2018

Council Current Account	£40,390.09	
Belton with Browston Pavilion Current Account	£ 7,728.35	
Lloyds S/Term Investment	£30,000.00	
Lloyds S/Term Investment	£20,000.00	

		£98,118.44
Less unrepresented cheques as at 31 st March 2018		
Cheque number 1920	£559.69	
Cheque number 1927	£565.85	
Cheque number 1930	£160.05	
Cheque number 1931	£517.57	
Cheque number 1932	£468.18	
Cheque number 1933	£10.00	
Cheque number 1934	£2750.00	
Cheque number 621	£46.00	
Cheque number 629	£960.00	
Cheque number 631	£132.60	
Cheque number 633	£36.96	
Cheque number 634	£50.00	
Cheque number 635	£150.00	
Cheque number 636	£243.00	

		(£6649.90)
Net Balance as at 31 st March 2018		£91,468.54

Cash Book

Opening Balance 1 st April 2017	£93,715.36
Add: Receipts in the year	£76,550.20
Less: Payments in the year	£78,797.02
Closing balance per cash book	£91,468.54

8. ADMINISTRATION AND FINANCIAL MATTERS

-The latest VAT repayment totalled £397.16

-It was reported the Insurance Claim has now been paid in full less the £250 policy excess £1780.20.

-The Clerk reported the Council has been selected this year for the 5% sample intermediate audit therefore the External Auditors will require more information to be sent along with the 2017/18 AGAR such as year end bank statements for all accounts.

-GYBC have only paid half of the precept monies with the other half to follow in September, it was

agreed for the Clerk to query this with the Council.

-£126 is to be refunded by GYBC planning department as the storage container planning application fee has been overcharged.

-It was agreed to pay the Church Faculty application fee of £249 to obtain permission to have the antenna fixed into the Church louvres for the CCTV equipment. Proposed Cllr Greenacre, Seconded Cllr Newman. All In Favour.

PARISH COUNCIL CURRENT ACCOUNT

CQ	PAYEE/DETAIL	V.A.T	AMOUNT
SO	K. Palmer – salary 1020.07, NRD 141.24, less pension 67.35, tax 21.00, nic 55.12		£1,017.84
1935	HMRC K. Palmer tax 21.00 nic 55.12, employer nic 63.38 D. Skipper tax 136.80, nic 2.72, employer nic 3.13		£282.15
1936	D. Skipper wage 724.71 less pension 39.86, less tax 136.80, less nic 2.72 plus mileage 22.05		£567.38
1937	Norfolk Pension Fund K. Palmer cont 67.35, Council cont 255.49 D. Skipper cont 39.86, council cont 159.44		£522.14
1938	Pink Office- stationary	£36.95	£221.70
1939	Nalc- subscription		£587.95
1940	K. Palmer- refund for postage and stationary	£1.50	£37.92
1941	Garden Guardian	£290.13	£1740.77
1942	Proludic- replacement for trampoline matting	£69.07	£414.42
1943	New Road Sport & Leisure Centre- contra payment for 2018/19 precept		£10700.00
1944	Belton Church PCC= Faculty fee for antenna permission		£249.00
	Total for meeting	£397.65	£16,341.27

PAVILION ACCOUNT

CQ	PAYEE/DETAIL	V.A.T	AMOUNT
638	D. Nichols caretaker wage		£582.96
DD	BT telephone and broadband	£9.66	£57.96
639	Cooks- Roller Blind Service	£86.99	£521.94
640	Oaasis- cleaning materials	£21.10	£126.62
SO	PWLB- loan repayment	£	£3100.03
DD	Southern Electric	£15.17	£318.64
641	Bw B Parish Council- vat contra		£267.88
	Total for meeting	£132.90	£4976.03

	LTSB 1 Year (09-08-18)	LTSB 1 Year (19-01-19)	Council A/C	New Road A/C	Ring fenced Balance
Bank Bal B/F	£30,000.00	£20,000.00	£35,093.67	£5,847.84	£48,599.00
Bank Bal After	£30,000.00	£20,000.00	£48,132.52	£13,869.96	£51,262.00

Paid into New Road: £459

Blossoming Babies £70

Judo £168

Stroke Group £80

Pilates £57

Parties x2 £84

To propose the above sheet for payment Cllr Walpole, Seconded Cllr Nichols. All In Favour.

9. PLANNING

It was agreed to submit no objections subject to neighbours comments for the applications below:

06/18/0194/F 20 Station Rd North Belton Single storey side extension
06/18/0169/F Ashmar House, Farman Close, Belton Design change flat roof & Juliet balcony

With no further business the meeting was closed at 8.45pm