

Belton with Browston
Annual Parish Council Meeting

CHAIR: DAVID MILLS VICE CHAIR: MICHAEL COX
Minutes from the Parish Council meeting held on 6th May 2025
at New Road Sport & Leisure Centre

IN ATTENDANCE

Parish Councillors D. Mills (Chairman) M. Cox (Vice Chair), N. Light , M. Greenacre, K. Barber, J. Riseborough, C. Gay, S. Neal, J. Minnis, K. Comer, J. Harrower, K. Ruddock (Parish Clerk) and five members of the public.

The meeting commenced at 6.45pm

1. ELECTION OF CHAIRMAN

Cllr Gtreenacre proposed Cllr Mills as Chairman, Seconded Cllr Riseborough. All in Favour. Cllr Mills confirmed he would be willing to accept the position, the acceptance of office form was duly signed.

2. ELECTION OF VICE CHAIR

Cllr Mills proposed Cllr Light as Vice Chairman. Cllr Light declined the position. Cllr Gay proposed Cllr Greenacre as Vice Chairman. Cllr Greenacre declined the position. Cllr Barber proposed Cllr Cox as Vice Chairman. Cllr Cox confirmed he would be willing to accept the position, seconded Cllr Greenacre. All in Favour, the acceptance of office form was duly signed.

3. COUNCILLOR RESIGNATION

It was reported that Cllr Searby and Cllr Bridges have resigned from the Parish Council.

4. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Borough Cllr Carpenter.

PUBLIC SECTION

Mrs Richmond presented the annual report from the JGI Wednesday Drop In Coffee Morning. Mr Richmond presented the annual reports from the JGI Trustees, Belton Camera Club and JGI quiz night. All reports will also be appended to the minutes from the Annual Parish Meeting. Mr Richmond added all Councillors are very welcome to drop into the Wednesday coffee morning which is held each week at the JGI.

It was reported a small section of land behind Tesco's on Bell Lane is not currently being maintained. It was agreed to ask County Cllr Annison if he could find out if the land in question belongs to NCC so responsibility for it's maintenance can be confirmed.

Belton Rectory

Members of the public were present at the meeting to bring attention to the future of Belton Rectory. Following the retirement of Revd. Bunn it was reported the Diocese are currently in talks concerning appointing a replacement for Revd. Bunn, however the retention of the Rectory has not been confirmed.

The Rectory itself is part of Belton's history has been the home of many village fates and celebrations over the years. The Rectory grounds and Victorian bathing pool are a wildlife sanctuary, and the out buildings are used by a number of youth groups. Will the parish council consider contacting the Diocese to reinforce the value of the building and it's grounds and their importance to the village. After some discussion it was agreed to add this item to the June agenda for further discussion.

With no further business the public section was closed and main meeting commenced at 7.08pm.

5. FINANCIAL & BANK MANDATE

The Parish Clerk – Mrs K. Ruddock was confirmed as the Responsible Financial Officer.
Mr Dennis Cooper was confirmed as Internal Auditor.
PKF Littlejohn LLP were confirmed as External Auditors.
Cllr Greenacre was confirmed as the Internal Control Officer.
Council Signatories with online access were confirmed as Cllr Mills & Cllr Riseborough, with Cllr Cox and Cllr Comer to be added following the meeting.
Proposed en bloc Cllr Greenacre, seconded Cllr Mills. All in Favour.

6. CONFIRMATION OF WORKING PARTIES

The following working parties were confirmed and agreed by all members:
New Road Management – Cllrs Mills, Greenacre, Barber, Neal, Cox, Harrower and Comer
Media – Light (Facebook Admin), Greenacre, Minnis
Finance – Mills, Light, Greenacre, Riseborough, Cox, Harrower
Allotments - Riseborough, Barber, Comer
Human Resources – Gay, Mills, Minnis

7. STANDING ORDERS/FINANCIAL REGULATIONS

It was agreed to adopt the Standing Orders and Finance Regulations. Proposed Cllr Greenacre, seconded Cllr Harrower. All in Favour

8. DECLARATIONS OF INTEREST

Burgh Castle Parish Council & Belton Poorlands Charity – Cllr Greenacre.
Please note all Parish Councillors are also Trustees for the Poor's Allotment and Bell Lane Charity.

9. MINUTES FROM LAST MEETING

Minutes from the meeting held on 01/04/25 had been circulated to all members prior to the meeting. To accept the minutes as a true and accurate record proposed Cllr Mills, seconded Cllr Cox. All in Favour.

10. MATTERS ARISING

- It was reported the new signage that has been installed on the grass verge outside the entrance to Rose Farm, Stepshort has been reported to the Planning Enforcement Officer.
- It was agreed to notify NCC Highways that the gully which is located on Stepshort near to Rose Farm needs to be repaired again.
- It was agreed to contact GY Services to ask for New Road cycle path to be swept.

11. BOROUGH & COUNTY COUNCILLOR REPORTS

There were no new reports.

12. ADMINISTRATION & FINANCIAL MATTERS

PAYEE/DETAIL	V.A.T	AMOUNT
BT – broadband /tele	£19.29	£115.74
PWLB - mortgage		£3100.03
Lloyds Bank Charges		£4.25
SSE - Gas	£16.51	£346.62

SSE – Electric	£74.48	£446.88
Biffa Bin collection	£15.69	£94.13
JAW Electrical – replace extractor fan in ladies toilet	£24.00	£143.99
Microsoft 365	£1.72	£10.32
Employment		£6529.02
K. Gipson – refund New Road items 70.06 , grass cutting 70.62	£19.45	£140.68
Dennis Cooper - Auditor		£225.00
Munnings – Digger hire	£32.00	£192.00
Scribe – accounting package annual subscription	£69.12	£414.72
Clear Councils – Parish Council Insurance		£2229.74
Z. Thompson – refund of allotment fee and returnable deposit		£65.00
	£272.26	£14,058.12

Income:

New Road = £1594

GYBC Precept £43,229.50

HMRC VAT Repayment £908.76

	Council A/C
Bank Balance BF	£70,187.95
Bank Balance after meeting payments	£101,863.11

To propose payment for the above sheet Cllr Riseborough, seconded Cllr Mills. All in Favour.

- The Clerk added the Parish Council insurance policy is in the third year of the current three year term which is why no other quotations had been obtained this year.

13. 2024/25 YEAR END ACCOUNTS

The Clerk had circulated to all members prior to the meeting a copy of the year end documents which included the receipts and payments report, bank reconciliation, budget to spend report and updated reserves account.

To accept all reports enbloc proposed Cllr Comer, seconded Cllr Barber. All in Favour.

Please note a copy of the reports are appended to and do form part of the minutes.

14. INTERNAL AUDIT REPORT

The Clerk read through the Internal Audit report produced by Mr D. Cooper. The audit rating for the year 2024/25 was very good with all financial affairs and general controls in place and operating efficiently. There were no recommendations for the following year. Please note a copy of the report is appended to and does form part of the minutes.

15. APPROVAL OF ANNUAL RETURN

Prior to the meeting the Clerk had circulated the 2024/25 AGAR to all members.

Councillors approved the annual governance statements by answering yes to relevant questions. The accounting statements were then presented for approval which were agreed and approved by all members.

To propose approval for both the accounting statements and the governance statements en bloc, proposed Cllr Minnis, seconded Cllr Comer. All in Favour.

The Clerk then confirmed the exercise of elector's rights commences on the 3rd June and finishes on the 14th July, the notice displaying this information will be displayed on the Councils notice board and website from the 31st May 2025.

16. PLANNING

Comments submitted to GYBC prior to the meeting:

06/25/0266/HH Edelweiss, St Johns Rd, Belton

Retrospective application for erection of timber fence and brick piers with access gates to front of property.

It was agreed to submit no objections subject to neighbours comments for the above application.

Applications discussed during the meeting:

06/25/0295/HH 74 Fern Gardens, Belton

Removal of existing timber shed, erection of brick garage

It was agreed by all members to submit no objections subject to neighbours comments for the above application.

Applications approved:

06/25/0140/HH Acacia St Johns Road Belton single storey rear and side extension

17. TIMES & DATE OF NEXT MEETING

Tuesday 3rd June, 7.00pm at New Road Sport & Leisure Centre.

The Chairman then gave thanks to Cllr Light for his service as Vice Chairman for Belton with Browston Parish Council.

With no further business the meeting was closed at 7.22pm