



## Scotton Parish Council

*Caring for Community Together*

Scotton Village Hall, Hawthorn Ave, Scotton, Catterick Garrison. DL9 3NE

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### MINUTES FOR THE MEETING OF SCOTTON PARISH COUNCIL MONDAY 6<sup>th</sup> MARCH 2023

Present – Cllr Paley, Cllr Whitehead, Cllr Wine, Cllr Walker-Smith, Cllr Dale, one member of the public and Parish Clerk Lorraine Hodgson.

Parish Clerk informed the Cllrs of the sad death of Cllr Sparkes.

1. To receive apologies and accept reasons for absence – Cllr Geensmith, Cllr Fawcett, Cllr Archer, Cllr Grant and Cllr Middlemiss.
2. To receive Councillors declarations of interest - Cllr Paley and Cllr Walker-Smith on agenda item 15 allotments.
3. Approval of minutes of the meeting held on Monday 6<sup>th</sup> February 2023 - Proposed by Cllr Paley and Seconded by Cllr Wine that they were accurate. Cllr Dale abstained as wasn't at the meeting.
4. To consider questions from the public - Member of public raised concerns of wobbly noticeboard on Mallard Road clerk informed the Cllrs that it was on the agenda. Clerk informed the Cllrs of a letter from a member of the public regarding trees on Hunton Road. It was **RESOLVED** for the clerk to forward the letter to Cllr Jones, highways and to copy the lady into the email.
5. To receive and consider updates from County Councillor - No apologies no update received.
6. To receive and consider updates from Richmondshire District Councillors – None received
7. To note or discuss police reports – Clerk updated the Cllrs that PC Paul Embom was unable to attend tonight's meeting due to not being on duty. The enquires for the burglaries are closed due to no lines of enquiry.
8. To consider play park updates and repairs – Clerk updated Cllrs that she is still getting quotes and the last person has said he can no longer do the work. Cllr Paley and Cllr Wine had met up with Wicksteed to get some ideas for Hawthorn and Meanee Playpark. They discussed removing the wetpour as it has all shrunk and to add two pieces of equipment in Meanee. They are looking at a multi-use climbing frame, fixing the zipwire and also the basketball on the mugger. Wicksteed were going to measure up for the appropriate football/rugby posts. It was discussed to get fencing for the mugger which would prevent the ball getting lost and would make it more usable. It was **RESOLVED** for the Clerk to speak to Colburn Town Council regarding the 137.
9. To consider updates on decarbonization of the Village Hall – to be deferred

10. To discuss CIF grant applications – Clerk updated the Cllrs that Scotton Village Hall had been successfully been awarded £276.45 towards the price increase of the utilities from RDC. Discussion's took place regarding Meanee and Hawthorn Playparks and it was **RESOLVED** to get two more quotes so we are ready for anymore CIF grants.
11. To consider date for Annual Parish Meeting in May due to Kings Coronation – Discussions took place as the normal meeting date would be the 8<sup>th</sup> but it's a bank holiday. It was **RESOLVED** to defer this for next month.
12. To consider and discuss any updates on Hunton Road Footpath – We have had confirmation that the works should be carried out in March. It was **RESOLVED** not to get the fence done at this time and wait till after the works.
13. To discuss Village Maintenance jobs
  - Fence along allotment path – It was **RESOLVED** for all Cllrs to have a look at this.
  - Graffiti on Village Hall Wall – **RESOLVED** to get some quotes to get this jet washed
  - Loose post on fence to entrance of Hawthorn playpark – **RESOLVED** to get a quote
  - Trees between properties of Meanee playpark and residents – was **RESOLVED** to write letters to neighbours and let them know that the trees behind their fence are on their boundary and damaging Scotton Parish Councils playpark fence.
  - Noticeboards – **RESOLVED** to get quotes to get them fixed.
  - Fence in Scotton Gardens playpark – Discussion's took place regarding the ownership of the fence that has fallen down. It was Proposed by Cllr Dale and Seconded by Cllr Whitehead to get some quotes to carry out this work.
  - Guttering on Village Hall – Discussions took place and it was **RESOLVED** for Cllr Paley to contact the guttering man and ask for advice.
  - Missing brick near the fire exit – It was **RESOLVED** to ask anyone doing works that involve cement to fill this in.
14. To discuss and consider updates on the community benches – Parish Clerk informed the Cllrs that Highways had agreed for the bench on Catterick Garrison's Round about to be situated in the middle of the grass. She is waiting for the contractor to get the go ahead from highways. The Mod are just waiting for the go ahead. The benches are in the Uk and just waiting for us to let them know about delivery.
15. To consider any allotment updates – Clerk informed the Cllrs that one allotment holder still had not paid the fees. It was **RESOLVED** that the clerk write a letter to the allotment holder.
16. Parish Clerk's update and Correspondence – clerk gave a verbal update on the Parish Charter meeting she attended. She advised the Cllrs that when the Village Hall 's new toilet has been completed it would need decorated and perhaps we could organize a working party. She had a quote of £45 plus VAT for the Defib pad and it was **RESOLVED** to get another quote and to ask Colburn Town Council for the contact they used for putting in the defibs. She advised the Cllrs that some playpark training was taking place and asked if anyone would like to attend. She has put the notice of election on the noticeboard. Richmondshire District Council have sent a grant out of £172 to each Parish to fund the Kings Coronation projects. Discussions took place and it was **RESOLVED** to purchase bulbs and plant them near to the new seating. Discussions took place and it was **RESOLVED** to purchase some flowers and a card for Cllr Grant and Cllr Middlemiss for all the hard work they have done for Scotton. Clerk to get flowers for Cllr Greensmith. Section 15
17. Discuss the Parish Charter and response to questionnaire – it was **RESOLVED** to proceed with Cllr Dales response.

18. Bank rec March 2023 – January and February bank Statement 2023 Appendix BACS payments Proposed by Cllr Whitehead and Seconded by Cllr Wine all in favour.

19. Bus shelter – defer next month

20. Consider and approve updated policies and adopt – Appraisal Policy, Disciplinary Policy, Grievance Policy, Dignity at Work Policy, Expenses Policy and Homeworker Policy. Discussions took place and it was **RESOLVED** to approve and adopt all policies except the homeworker policy. Cllr Paley and the Clerk to look at this one in more detail for the next meeting.

21. Burial Board Minutes and Agenda can be found on Scotton Parish Councils Website and Colburn, Hipswell, Scotton Joint Burial Authority. Cllr dale, Cllr whitehead.

### SCOTTON PARISH COUNCIL MONTHLY BANK RECONCILIATION

26 Jan 22 to 25 Feb 23

#### Bank Balances as at

Account 21410482 - Current Account	B/F	<b>£49,075.96</b>	Actual
Account 21410490 - Current Account-Savings	B/F	£7,016.00	Actual
Account 91466844 - Current Account-Play Park	B/F	£7,059.77	Actual
		<b>£63,151.73</b>	
		<b>£52,439.89</b>	

Current Acc b/Fwd from previous month

#### Income

ChQ 4037080 allotment	£35.00	
Richards allotment 1	£35.00	
Garvey allotment 14	£35.00	
NYCC Soak away	£2,000.00	
Taylor Pilates Hall Hire	£136.00	
Coyne Zumba Hall Hire	£32.00	
Paley allotment 13	£35.00	
Macrury allotment 6	£35.00	
ChQ 4037080 Hall Hire	£48.00	
Grace Church Hall Hire	£96.00	
		£2,487.00

#### Expenditure

Jan Wage	£161.32	
Jan Wage + arrears	£1,054.96	
Scottish Water Bus	£18.50	
R W Fencing	£2,714.40	
Inv 200 A Hodgson Playpark	£90.00	
HP ink L Hodgson	£11.49	
Keys cut SPC L Hodgson	£10.80	
SPC expenses Village Hall	£10.26	
Bank Charges	£16.00	
E.ON.NEXT GAS	£165.85	
L Coupe Lights Village Hall	£610.26	
RDC Open Spaces Playparks	£836.47	
E.ON.NEXT	£120.62	
YLCA Training approved via email	£30.00	<b>-£5,850.93</b>

**Balance C/Fwd as at**

**BACS Payments for Approval**

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Feb Wage Approved via email	£161.12
Feb Wage Approved via email	£657.95
VAT HMRC	£55.40
RDC Refuse Collection	£593.99
Calverts Lino grant	£690.00
Lino fitting grant	£230.00
Jan internal Auditor	£100.00
Image Creation Website	£165.00
Stuart Cooper Ladies toilet	£4,200.00
Veterans bowls mat grant	£750.00
Hunton Road Footpath CIF funding	30,000.00
	<b>£37,603.46</b>