



## Scotton Parish Council

*Caring for Community Together*

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

Email: scottonparishcouncil@hotmail.co.uk

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### MINUTES FOR THE MEETING OF SCOTTON PARISH COUNCIL MONDAY 5<sup>th</sup> DECEMBER 2022

Present Cllr Greensmith, Cllr Paley, Cllr Wine, Cllr Whitehead, Cllr Walker- Smith, Cllr Archer, Cllr Dale, Parish Clerk Lorraine Hodgson and two members of the public.

1. To receive apologies and accept reasons for absence – Cllr Grant, Cllr Middlemiss
2. To receive Councillors declarations of interest – Cllr Paley and Archer on item 11
3. Approval of minutes of the meeting held on Monday 7/11/22 Proposed by Cllr Dale and seconded by Cllr Wine that they were accurate.
4. To consider questions from the public – concerns were raised regarding sheep escaping from the fields **RESOLVED** that Cllr Greensmith would give the contact details of the farm to the member of the public.
5. To receive and consider updates from County Councillor – none received and no apologies
6. To receive and consider updates from Richmondshire District Councillors – Cllr Middlemass sent an update to let the Cllrs know that she would be meeting with the Police Inspector on the 19<sup>th</sup> of Jan if anyone has any questions, she will ask them. Cllr Dale updated the Cllrs regarding grant pots available for the raising utilities in community places.
7. To note or discuss police reports – clerk updated the Cllrs that the Police had no update regarding the three Police cars on Hunton Road and they will get back to us.
8. To discuss play park updates and repairs – It was **RESOLVED** that the clerk would contact RDC and ask for the fault to be colour coded so Red need to be actioned straight away. Clerk informed the Cllrs that she would ask the contractor to do the jobs and that she has asked to go on the next inspection. It was **RESOLVED** to action works via Chair.
9. Consider and approve updated standing orders and financial recs and adopt – it was proposed by Cllr Greensmith and seconded by Cllr Dale to adopt the updated Standing orders. Financial Recs to be deferred to January's meeting.
10. To discuss Village Maintenance jobs and consider quotes
  - Fence along allotment path – deferred to next month
  - Sorting filing cabinets out and archiving - to action in January
  - Painting of play equipment – discussions took place and it was proposed by Cllr Dale and seconded by Cllr Paley for the chair to action this with the Clerk.
  - Possible removal of spare toilet for storage – discussions took place and it was **RESOLVED** to apply for the area partnership to make the separate toilet. It was

proposed by Cllr Wine and Seconded by Cllr Walker – Smith to put another application in to replace all the lino in the hall and toilets. Discussions took place regarding the quote and it was proposed by Cllr Greensmith and Seconded by Cllr Archer to ask Cllr Jones if he has any spare money in his Locality money pot to use for the new entrance to the toilet.

- Hawthorn parking fence - **RESOLVED** for the clerk to write a letter regarding the safety of the carpark.
- VAS Signs – the VAS sign has been moved and concerns were raised about the sign not being consistent and not working. Cllr Whitehead said there was a loose wire. It was **RESOLVED** that the clerk contact Garry and let him know that the sign is not working properly. Discussions took place regarding the speed the cars are travelling on Hunton Road. It was **RESOLVED** the clerk to write to Rishi Sunak and Cllr Jones regarding the complaints the Parish have received regarding the speed of cars and lack of footpath. Scotton are getting more traffic from Tunstall because of the huge queues on the A6055 as its quicker to come through Tunstall than wait on the A6055 in rush hour. To also include the Garrison Commander and press. Cllr Greensmith had sent a photo of how dark it is at 4.10pm and that is when the Children get home from school. Clerk needs to include the fact we have a CIF grant for 22.000.00 that will finish at the end of March. The clerk to ask for an update by our next meeting on the 9<sup>th</sup> of January 2023.
- Post to dog walking area rotten – it was Proposed by Cllr Whitehead and Seconded by Cllr Archer to go with R W Fencing at the cost of £170.00

11. To discuss and consider updates on the community benches – Cllr Wine updated the Cllrs where the benches would be and that he would be sending information the Clerk. It was **RESOLVED** for the clerk to ask for some more quotes for the plinths for the benches.
12. To consider any allotment updates – Discussions took place and it was **RESOLVED** for the letters to go out and for Cllr Dale and the Clerk to feedback to the Council the allotment inspection in January.
13. To receive updates on flooding - discussions took place regarding the change of contractor for the soak away and it was Proposed by Cllr Whitehead and Seconded by Cllr Dale to use R. W Fencing to do the soak away at £1,860.00 as he was the best value. Cllr Paley wanted her vote recorded as against and Cllr Walker – Smith abstained.
14. Parish Clerk's update and Correspondence – clerk gave a verbal update on the latest LGR and one of the first things that was said that the new Authority was going to “A big Council with a big budget and not much money” lots of discussions about the community networks and that they would have no funding and would probably run through volunteers and the Parish and Town Councils.  
She had received a letter from a resident regarding some kind of funding for getting kids transport to school in winter times. It was **RESOLVED** for the Clerk to inform the resident to contact Cllr Jones as it's his area.  
She asked if she could have a laptop stand for £23.99 and a new keyboard at £19.00 due to neck problems it was proposed by Cllr Greensmith and Seconded by Cllr Walker-Smith.  
She informed the Cllrs that Rev Warren Fawcett would like to hire the Village Hall for four hours daily on three Sundays in a Month until the end of July.  
She still has some outstanding jobs to do and will try to fit them in this Month.  
She updated the Cllrs on the lock and it was **RESOLVED** to liaise with the Chair to get the locks cog changed.

15. Discuss the Parish Charter – Clerk informed the Cllrs that this should finally be coming out in January and that there will be a consultation on it.
16. To discuss open and consider grass cutting quotes – Discussions took place and it was Proposed by Cllr Paley and Seconded by Cllr Archer to keep R Bowland at £350 per cut, as he does a good job and goes above and beyond for the Parish. Clerk to ask for all necessary documents.
17. Bank rec October and November Statement 2022. Appendix BACS payments proposed by Cllr Whitehead and Seconded by Cllr Greensmith. It was **RESOLVED** for the Clerk to look at unitary bank and accounts packages by chatting to other Town and Parishes.
18. Bus shelter - Cllr wine mentioned a few local residents want bus stop at Kemmel. Discussions took place and as a Parish we recognize this and that's why we have put a bench there. It was **RESOLVED** for the clerk to ask about the refurbishment of the other bus shelter.
19. To Consider the budget and set the precept for 2023 – Discussions took place regarding the budget forecast which is £20.000 in deficit. The Clerk highlighted jobs that need to be done in the Parish and the new inflated costs. It was Proposed by Cllr Whitehead and Seconded by Cllr Greensmith to accept the budget and to increase the precept to £55.000. It was **RESOLVED** to put another area partnership application in for the lighting in the Village Hall as they are not LED.
20. Burial Board Minutes and Agenda can be found on Scotton Parish Councils Website
21. Next meeting date to be 9<sup>th</sup> of Jan 2023
22. To Move into private to discuss and consider candidates for co-option and staff salaries – it was **RESOLVED** to co-opt Rev Warren Fawcett as a Parish Councillor. Cllr Greensmith updated the Cllrs regarding the Clerks hourly rate. She informed the Cllrs that the clerk should have been on £12.95 at the start of her employment and this needs to be backdated. The new April 2022/2023 rates have been published and the rate is £13.95, this will need to be backdated to April 2022. Caretaker's wage will increase with the national minimum wage to £10.40 next April. It was proposed by Cllr Greensmith and Seconded by Cllr Paley. Cllr Dale did not vote. It was **RESOLVED** that Cllr Greensmith would contact the pay department.

#### SCOTTON PARISH COUNCIL MONTHLY BANK RECONCILIATION

October 25th to November 25th 2022

##### Bank Balances as at

Account 21410482 - Current Account	B/F	<b>£38,475.10</b>	Actual
Account 21410490 - Current Account-Savings	B/F	£7,000.13	Actual
Account 91466844 - Current Account-Play Park	B/F	£7,043.80	Actual
		<u><b>£52,519.03</b></u>	

<b>Current Acc b/Fwd from previous month</b>	64,814.51	<b>£64,814.51</b>
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##### Income

E Taylor Pilates Hall Hire	BP	£120.00	£120.00
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##### Expenditure

Scottish Water Bus	DD	£18.50	
October Wage	BP	£161.32	
October Wage	BP	£599.76	
Inv 066 Wicksteed Leisure Play Park	BP	£11,640.43	
Inv 067 Wicksteed Leisure Play Park	BP	£12,732.94	
Inv 3457 R Bowland	BP	£387.60	
Inv 2223 YLCA Training	BP	£30.00	
L Hodgson Expenses Paper	BP	£14.00	
A England SPC Hall Expenses	BP	£11.37	
L Hodgson SPC Phone	BP	£7.50	
L Hodgson SPC Phone case	BP	£8.99	
Grit Bin NYCC Inv 4257	BP	£630.00	
HMRC	BP	£66.00	
Bank Charges	DD	£10.00	
Inv 15539 Richmond Print Leaflets	BP	£141.00	<b>-£26,459.41</b>

**Balance C/Fwd as at**

**£38,475.10**

**BACS Payments for Approval**

Wages November agreed via email	BP	£161.32	
Wages November agreed via email	BP	£569.37	
Richmondprint agreed via chair business stream	BP	£141.00	
		£24.14	
R Bowland Playpark Hedge Cut		£504.00	
HMRC		£58.20	
A England Working Expenses		£312.00	
			<b>£1,770.03</b>