



**MIDDLETON PARISH COUNCIL**  
**MINUTES OF A MEETING HELD AT THE RECREATION ROOM**  
**CHURCH LANE MIDDLETON**

**Date 13/8/2020 – Meeting (3) 2020/21 including annual meeting**

**Present Councillors**

**Gill Keegan Chair (GK) Chair**  
**Graham Smith (GS)**  
**Peter Rotherham (PR) Vice chair**  
**James Beamish (JB)**  
**Pete Rawlins Vice Chair (PRw)**

**1. Apologies (due to restrictions on numbers allowed to attend)**

**Andy Jenns County Councillor (AJ)**  
**Shelly Lebrun Borough Councillor (SL)**  
**Mark Simpson Borough Councillor**

**Clerk in Attendance Tony Harris (TH)**

*Public in attendance*

*None.*

*Cllr. Keegan welcomed everyone to our meeting and confirmed that the meeting was being conducted, in accordance with the Covid-19 risk assessment guidelines produced by the Clerk and approved by all councillors. Councillors also continued to be updated by MPC WhatsApp on all local events and happenings.*

**2. Police Surgery**

None

**3. Declarations of Pecuniary or other interests.**

*None*

**4. Minutes of the Parish Council meetings held on 25/6/2020**

*The previous minutes were duly signed Chairman Cllr Keegan*

**5. Matters Arising**

- a. Coppice lane Junction signage has fallen down Clerk to notify WCC highways.
- b. Clerk is working on the new web site which needs to be implemented no later than 22<sup>nd</sup> September due to new accessibility laws coming into force. Most software bugs have been corrected but there is still an issue with resizing of some images however it



- was agreed to go live and make changes as soon as a fix is available.
- c. Cllr. To look at ramblers rest as BT have now cut down the tree that had fallen on to the line. Clerk to work with local residents to come up with some suggested options. Clerk advised that any trees that might be a safety concern need to be dealt with as the council could be liable for any issues arising from a fallen tree.
  - d. Due to work suggested by the Play area inspection team yet more remedial work needs to be carried out this includes addition of more forest bark and also stabilisation work on both the swing and central climbing frame, no exact timeframe was given by the site inspection team but realistically work needs to be carried out within the next 3 to 6 months. Clerk to investigate and report back.
  - e. New flower tubs have arrived Clerk to identify sponsors in Hill Lane who will look after them in terms of watering.
  - f. A quote of £780 was received for the design and manufacture of new handrails for the bandstand which followed the memorial theme. Cllrs. Unanimously agreed to proceed based on this quote.
  - g. It was unanimously agreed to purchase a shredd and spare battery at a cost of approx. £900 as the equipment so far purchased had made a really significant impact on MPC's ability to keep the T15 path open.
  - h. It was agreed to cut the Village green hedge and to reduce the height to four feet at the three points where trees have been planted to make maintenance easier and less costly

<b>Ref</b>	<b>What</b>	<b>Who</b>	<b>When</b>
<b>N1</b>	<i>Clerk to prepare a report on remedial work needed in the play area</i>	Clerk	September
<b>N2</b>	<i>Clerk to report on web site status at next meeting</i>	Clerk	September
<b>N3</b>	<i>Clerk to action new hand rails for the Village bandstand based on the quote of £780 received.</i>	Clerk	August
<b>N4</b>	<i>Clerk to find sponsors in Hill Lane for new tubs</i>	Clerk	September
<b>N5</b>	<i>Clerk to chase up NALC on financial support for Village Hall question..</i>	Clerk	September
<b>N6</b>	<i>Look into door repair on library phone box using metal kicker plate</i>	Cllr. Rotherham	September
<b>N7</b>	<i>Clerk to look into Parish owned tree survey</i>	Clerk	October
<b>N8</b>	<i>Weeds growing in garage church lane area</i>	Clerk	September

#### **PENDING / ONGOING ACTIONS**

<b>Ref</b>	<b>What</b>	<b>Who</b>	<b>When</b>
<b>P1</b>	<i>Clerk to prepare plans for some basic repairs to the Bus shelter with a materials budget of £200 to improve the look while more detailed plans are considered</i>	Clerk	September
<b>P2</b>	<i>Agreed plan to install turf under Witches hat as little used and this is a more cost effective solution</i>	Clerk	October
<b>P3</b>	<i>Chase WCC highways on Coppice lane proposals</i>	Clerk	September



<b>P4</b>	<i>T15 needs a further Autumn cut</i>	Clerk	July
<b>P5</b>	<i>Hedge cutting has not been completed rescheduled.</i>	Cllr PRw	September
<b>P7</b>	<i>Awaiting WCC highways report on Coppice lane works. To chase</i>	Clerk	August
<b>P8</b>	<i>The glass in the door of the Library is a separate unit so we need to look at someone who can add the door frame to the glass and fit <b>SEE N6</b></i>	Clerk	September
<b>P9</b>	<i>Grit bin ordered before winter</i>	Clerk	October

### CLOSED ACTIONS

Ref	What	When
<b>C1</b>	<i>(K1) Web site live</i>	

### KEY FINANCIAL PROJECTS

Ref	What	Who	When
<b>K1</b>	<p><b>WEBSITE</b>  Clerk is liaising with TEECH on a new WCAG 2.1 compliant  Site costs are as follows  1) 12x£10 monthly running charge in line with current payments +VAT  2) 3 day migration £220 at £660 +VAT  3) £5.99 domain name transfer</p> <p>So less than a £1000  Based on current estimates Based on these figures it was unanimously agreed to proceed</p> <p>SITE NOW LIVE 8<sup>TH</sup> SEPTEMBER 2020</p>	Cllr. GK Clerk	September
<b>K2</b>	<p><b>BUS SHELTER</b>  £200 budget agreed for cosmetic repairs</p>	Clerk	September
<b>K3</b>	<p><b>DITCH WORK</b>  Work stopped to due to escalating costs</p>	Cllr. Rawlins	March
<b>K5</b>	<p><b>CEF GRANT</b>  Main project is now a large grant for village Hall</p>	Clerk	December
<b>K6</b>	<p><b>MACHINERY FOR MAINTENANCE OF PATHS</b>  The T15 path is almost at the point of being impassable and basic brush cutters take to long and are ineffective a Budget of between £2k and £2.5k was unanimously agreed to and the Clerk and Cllr.Beamish will research and purchase the equipment needed to carry out the work</p>	Clerk	March
<b>K7</b>	<p><b>GARAGES (Church Lane)</b>  NWBC still keen to go ahead with the scheme but will now</p>	Clerk	November



	<i>be later in the year due to Covid 19</i>		
<b>K8</b>	<b><i>Green Lane Flooding</i></b> <i>Meeting scheduled for 21/7/2020 A basic plan was agreed that involves costs to local residents as well as WCC highways</i>	Clerk	December

**6. Samuel White Trust and other Community Organisations**

*Nothing to report*

**7. High Speed Rail Line**

- a. *HS2 are planting new trees to replace those destroyed.*
- b. *Hedges on properties need to be cut that HS2 own in the Village, Clerk has already raised with HS2.*
- c. *Cllr Keegan meeting HS2 7/9/2020 if any issues need raising.*

**8. Community Centre**

- a. *Some disruption due to issues of Road works in Church lane but seems to be getting back to some normality*

**9. Village Green Development**

- a. *The hedge to be cut in August despite the high cost MPC need to come up with a solution long term to reduce the high annual bills. site meeting 20/8/2020*

**10. Middleton Recreation Room**

- a. *The rear of the Hall rebuild plans submitted.*

**11. Reports of Councillors and Clerk**

Reports from Councillors

**Cllr. Keegan**

- a. *Middleton Matters should be re published in October.*
- b. *A new foot path officer namely Elaine Horton has accepted the post All MPC wish her every success.*
- c. *Cllr Keegan acknowledge the success of the flower tubs at Hill lane and it was unanimously agreed to buy 4 more.*
- d. *Cllr. Keegan raised the issue of Green lane flooding, the Clerk informed the council that site meetings with WCC Cllr. Jenns and local residents had identified a strategic approach which was hoped would resolve the issue going forward*



**Cllr. Smith**

- a) Sign at the end of Coppice lane still down*

**Cllr. Beamish**

- a. The Cllr. Recommended, installing cameras on the village hall to help deter anti-social behaviour which is becoming more prevalent. It was agreed that MPC would meet these costs as it would help protect MPC assets at the site, namely sculpture, defibrillator as well as provide security against anti-social activity.*
- b. Cllr Beamish stated that in order to keep paths open and the outer edges of the village green clear we need the tools to do the job. It was agreed and a budget of £2k to £2.5k was agreed by the full council.*

**Cllr. Rawlins**

*No report*

**Cllr. Rotherham**

*No report*

**Cllr. Jenns**

*No Report*

**Cllr. Lebrun**

*No report*

**Cllr. Simmons**

*No Report*

**12. Planning Matters**

**Planning:**

Atlantic nursery subject to enforcement notice due to change of use

Planning rules being relaxed by the Government

**NWBC/WCC:** Report from Paul Taylor re Coppice lane- no update  
Play area inspection – report changes needed  
Graham Stanley – road markings junction of Church/Coppice lane no news  
Grit bin replacement.  
Middleton church lane archaeological works



**General.** Dog bin by school  
 Green lane flooding  
 Four more tubs ordered  
 Peter Norris  
 Next door app  
 Tree Management  
 Asked Hs2 to cut Hedges  
 Decision on hedge cutting

**WALC** written to NALC legal regarding MPC support options for Village Hall

### Finance Report.

15/5/2020 balance of account records

<b>Receipts</b>		
	MCC	
	HMRC	20,046
	balance	6,083
<b>Expenditure</b>		
		4,745
commucorp	2148	<b>10,828</b>
cutting edge	2149	<b>30,874</b>
my computertech	2152	
clerk	2153	-12
WALC	2150	-190
kingfisher	2155	-111
kingfisher	2156	-113
may	2151	-235
June	2154	-420
		-703
		-998.68
	balance on bank statement 30/7/2020	-998.68
<b>Unpresented cheques</b>		
		<b>-3,782</b>
cutting edge	2157	
j beamish	2158	<b>27,092</b>
lode farm	2159	
p Jenkins	2160	-200
July wages	2161	-150
Auditor	2162	-149



			-80
			<u>-999</u>
	predicted balance		-39
			<u>-1,616</u>
<b>income/expenditure</b>	precept	september	
	MCC	september	<u>25,476</u>
	staff costs		-
	Machinery		6,375
	hedge cutting		8,083
	gras cutting play area		<u>-1,997</u>
	tubs		<u>-1,000</u>
	phone booth		<u>-780</u>
	Grit Bin		<u>-200</u>
	bus shelter		<u>-200</u>
	net projected Q2 balance		<u>-350</u>
			<u>-180</u>
savings account			<u>-250</u>
			<u>34,977</u>
			-
			<u>7,368</u>

**15. Public Questions and Comments.**

*No public present*

**16. The Chair proposes**

*None.*

**17. Any other business**

**18. Date of next meeting**

**Wednesday 30<sup>th</sup> September 2020 at 6pm**

**Meeting closed at 8.30 pm**

**Signed** \_\_\_\_\_ **Date** \_\_\_\_\_