



MIDDLETON PARISH COUNCIL
MINUTES OF A MEETING HELD AT THE RECREATION ROOM
CHURCH LANE MIDDLETON
Date 15/12/2020 Meeting 7 of 2020/21

Present Councillors

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

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. The MPC was also updated in real time by MPC WhatsApp on all local events and allowing MPC to be fully briefed at all times.

2. Police Surgery

None

3. Declarations of Pecuniary or other interests.

None

4. Minutes of the Parish Council meetings held on 3/11/2020

The previous minutes were duly signed Chairman Cllr Keegan

5. Matters Arising

- a. *The Clerk outlined some proposals for changes to the play area at a meeting on the Village Green on Saturday 7/11/2020 at 10am This allowed Councillors to see first - hand the proposals. These were agreed and were ratified and voted on at today's meeting. They were unanimously agreed. The proposals broadly outlined and agreed include: moving the witches hat off the Village Green and positioning it in the play*



area, a basketball net and base erected in its place, the activity station in the play area to be remodelled and repaired, tiles from the witches hat to be moved into the play area and potentially up to three activity pieces of equipment for younger children being sourced and installed the clerk being actioned to draw up a request for quotation to be sent to 3 companies

- b. It was agreed that travellers rest would be replaced with a more permanent structure in keeping with Middleton's rural heritage a budget of £5,000 was agreed by all councillors.
- c. Insurance of the Middleton Community Centre is included in MPC policy Clerk to check that the tenant is only insuring contents.
- d. MPC have approached the Council to move towards Monthly payments as this would make administration simpler. Full Council agreed to this as it did not impact revenue streams unduly and the Tenant has always paid on time and been responsive to any requests made by MPC. As a landlord MPC wanted to work with the tenant during these difficult economic times as long as long term income is safe guarded.

Ref	What	Who	When
N1	Kerb stones outside shop and further down need resetting	Clerk	ASAP
N2	Thought to be given to making the layby on Church Lane inaccessible to discourage flytippers	All	ASAP

PENDING / ONGOING ACTIONS

Ref	What	Who	When
P1	Clerk to prepare plans for obtaining a new traveller's rest rebuild based on agreed budget of up to £5000	Clerk/	PLANNING STAGE
P2	RFQ has been written for the play area and sent to 5 companies only one has responded to date.	Clerk	PLANNING STAGE
P3	Chase WCC highways on Coppice lane proposals. Involve Highways Agency and/or Craig Tracey MP if necessary	Clerk	January
P5	Hedge cutting around the VG – in discussion with Andy Mason it was agreed that payment might be made for work completed to date subject to a new invoice being presented for full council agreement	Cllr PRw	MARCH
P6	Library door to be refurbished. One quote received Second quote to be sought from Kip Work has been done on the door with a new frame based on a cost of £120	Clerk	PROJECT STARTED
P7	Councillors agreed unanimously to allocate spend of £2,500 for older children play equipment and £1,000 for remedial works on the play area THIS IS TO BE REVISED BASED ON SITE VISIT BY COUNCILLORS ON 7/1120	Clerk	February
P8	Clerk to look into Parish owned tree survey		
P9	Clerk to contact all MM advertisers to determine future adverts and advise no charges for this year. Yoga advert	Clerk	March



	<i>for example no longer required.</i>		
P10	<i>Clerk to check on MCC insurance policy</i>	Clerk	January

CLOSED ACTIONS

Ref	What	when
C1	<i>P9 Grit bin now in store area</i>	
C2	<i>N8. Weeds removed and hedge cut in garage area Church Lane</i>	

KEY FINANCIAL PROJECTS

Ref	What	Who	When
K1	BUS SHELTER/TRAVELLERS REST <i>A new build was unanimously agreed and quotes and plans are being perused. A new quote is to include the option of Perspex windows at the front and a bench seat Budget agreed for build £5000</i>	Cllr.Rawlins	November
K2	VILLAGE GREEN POST MEETING : <i>it was agreed that solar lights should be purchased for the Village green and Village Hall frontage and a Christmas tree for Hill Lane in addition wooden animals would be made and placed amongst the trees for younger members of the community to enjoy. Budget agreed of £500</i>	Clerk	COMPLETED
K3	TREE PLANTING <i>It was proposed to introduce trees towards the bottom end of the village on the grassed areas an initial budget of £300 was agreed. Cllr. Keegan requested that she be involved in deciding the exact location with Penny Jenkins. Agreed</i>	Cllr. Keegan	February
K4	GARAGES (Church Lane) <i>NWBC still keen to go ahead with the scheme but will now be later in the year due to Covid 19. This is now a new financial year project realistically.</i>	Clerk	2021/2022
K5	CEF Grant <i>Two grants to be looked at for the hall extension repair and the hall rebuild</i>	Clerk	February
K6	PLAYAREA <i>RFQ submitted to several contractors for the repairs and updating the play area equipment including introduction of new Play equipment</i>	Clerk	January
K6	SECURITY CAMERAS <i>Since last meeting a series of burglaries has raised</i>	Cllr. Beamish	February



	<i>the issue of added security to protect the village and other areas. Costs are being prepared for adding APNR cameras to the village Hall</i>		
K8	<i>BANDSTAND RAILINGS</i> <i>Railings completed based on original £780 quote fitting to be done in better weather. The sculptor also gave the village two soldier outlines to be sited in front of the village Hall free of charge</i>	Clerk	February
K9	<i>RAMBLERS REST</i> <i>Trees at ramblers rest were considered dangerous and immediate action was needed based on a tender process and full RFQ a bid of £550 plus VAT was agreed and the work carried out within two days of the contract being awarded. A tree that was considered safe lost a large branch and was coppiced in addition at a further cost of £180 plus VAT The trees were on the edge of the road so timely action was needed MPC whatsApp was used to keep all councillors updated. Full ratification at next meeting</i>	Clerk	January
K10	<i>COPPICE LANE SIGN AREA</i> <i>Quotations for cutting the area and laying turf received totalling £1650. After strimming closely the area looks to be in good condition, this cost was based on an estimate of £200 so a substantial saving Some repairs to the fence and possible planting in the spring to take place</i>	Clerk	Completed

6. Samuel White Trust and other Community Organisations

- a. *|Nothing to report*

7. High Speed Rail Line

- a. *Nothing to report*

8. Community Centre

- a. *Monitoring payments and economic impact.*

9. Village Green Development

- a. *It was agreed to proceed with the first stage of making improvements to the play area and the VG .*

10. Middleton Recreation Room

- a. *Lights to be funded by MPC for front of Village Hall as part of improving the environment and as a contribution towards using the room for Meetings ?*



11. Reports of Councillors and Clerk

Cllr. Keegan

- a. No issues raised*

Cllr. Smith

- a. Same issues as CLLr. Rawlings*

Cllr. Beamish

- a. Boy racers were still using the A38*

Cllr. Rotherham

- a. Coppice lane was still very dangerous and action was needed.*

Cllr. Rawlins

- a. Kerbs stones outside shop and just before needed fixing*
- b. Fly tipping on the increase again*

Cllr. Jenns

No Report

Cllr. Lebrun

No report

Cllr. Simmons

No Report

12. Correspondence

NWBC/WCC Volunteers for testing stations

General. Coppice lane

WALC changes to internal Audit

13. Planning Matters

Village Hall extension



14. Finance Report
Middleton Parish Council
Meeting Date 15.12.20 Finance summary
Current Account 00411787
Financial summary

Balance at bank 30.11.2020 A/c 00411787 **£34,731.49**
 Plus deposits not shown **£0.00**

sub total **£34,731.49**

Unpresented cheques	C/N	Description	
	2177	Oct wages	-799.74
	2178	Neachells	-£360.00
	2179	flower tubs	-£80.00
	2181	wreath salt box	-£146.39
	2182	Nov wages	-£998.68
	2183	tree surgery	-£660.00
Sub total			<u>-£3,044.81</u>

None

sub total **£31,686.68**

Less cheques to be written		wages December	-£799.74
		Solar lights VG project	-£399.95
		hedge cutting VG	-£780.00
		Bandstnd rail	-£780.00
		Village hall lights VG project	-£69.98
		Grant over sixties	-£100.00
		Xmas tree Hill lane	-£40.00
		Cppice lane groundwork EST	-£200.00
		Phone Box EST	-£300.00
			<u>-£3,469.67</u>

subtotal **£28,217.01**

Note

carpark funding	-
ring fenced	-£10,000.00
total	
unallocated	<u>£18,217.01</u>
funds available	

Capital reserve fund A/c 29525357 (5.11.2020)

opening balance **£7,367.93**
 interest **£0.06**



new balance			<u>£7,368.06</u>
£4000 is rent deposit			
Available funds in current account A/c 00411787	28/08/2020		£21,933.65
Available funds in reserve account A/c 29525357	04/09/2020		£3,368.06
Grand total			<u>£25,301.71</u>
Notes on expenditure end of Q4			
repairs to Library box	quotes being sort	circa	-\$300.00
repairs to play area	quotes being sort	circa	-\$4,000.00
Re-build bus shelter	quotes being sort	circa	-\$5,000.00
new play equipment	quotes being sort	circa	-\$1,500.00
new euipment Toddlers	quotes being sort	circa	-\$1,000.00
wages			-\$2,996.04
expences	est		-\$100.00
			<u>-\$14,896.04</u>

15. Public Questions and Comments.

No public present

16. The Chair proposes

None.

17. Any other business

18. Date of next meeting

Tuesday 15th December 2020 6pm

Meeting closed at 8.05 pm

Signed _____ **Date** _____