



**MIDDLETON PARISH COUNCIL**  
**MINUTES OF A MEETING HELD AT THE RECREATION ROOM**  
**CHURCH LANE MIDDLETON**  
**Date 8/9/2021 Meeting 3 of 2021/22**

**Present Councillors**

**Gill Keegan Chair (GK) Chair**  
**Peter Rotherham (PR) Vice-chair**  
**James Beamish (JB)**

**1. Apologies**

**Andy Jenns County Councillor (AJ) (Unwell)**  
**Mark Simpson Borough Councillor (Unavailable)**  
**Graham Smith (GS) (On holiday)**  
**Peter Rawlins (PRw) (Last minute work commitment)**

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

*Public in attendance*

*None.*

**2. Police Surgery**

None

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

*None*

**4. Minutes of the Parish Council meetings held on 26/5/2020**

*The previous minutes were duly signed Chairman Cllr Keegan*

**5. Matters Arising**

*Cllr. Keegan announced that the whole of Middleton Parish Council wished Cllr. Jenns a speedy recovery from Covid and welcomed his return home from a very traumatic hospital stay in ITU. This was unanimously agreed by all present*

- a. HS2 letter regarding land inspection at the rear of Row end Cottages remains unexplained as HS2 were unable to clarify what the letter referred to.*
- b. Travellers rest has a few snagging jobs which the Clerk will chase up also the councillors voted to allow the clerk to spend up to £200 on window signage. If the costs are in excess of this budget the clerk to refer back to the Council.*
- c. Following a resident's concern, the clerk met with WCC highways to discuss the large oak tree in vicarage hill. The clerk was subsequently informed that a WCC tree expert would examine the tree but no dates were available as to when this might occur.*



- d. *The flood works in Green Lane that were agreed appear to have been changed by WCC highways. The parishioner has put in a 600mm pipe to drain water away from their property towards channels on the Belfry Golf course. The corresponding 600mm pipe under the road has been stopped as WCC refuse to connect it to the pipe on the parishioner's land only into a pond which then may require a pump to remove the water. Again, this is a case of WCC not following through and indeed ignoring the evidence presented by an independent water engineer. We will have to wait for the bad weather to see if the flood is any better or road flooding worse. Jury is out*
- e. *MCC 15year lease to be based on an initial 5year rent increase based on RPI after this both parties would agree to continue with RPI or if it was deemed that commercial rent value was not being achieved a new process agreed.*
- f. *Notice board has been delivered and will be installed alongside snagging list fixes and agreed signage.*
- g. *Cllr. Beamish stated that it was not an official Neighbourhood Watch operation, so it was agreed not to include in MPC web site.*
- h. *It was agreed to delay internet banking until such time as the demand for bank transfers made it a necessity.*
- i. *MCC tenants will make a contribution to MPC's insurance costs going forward. Amount to be considered at next MPC meeting*
- j. *Cllr Keegan asked if the option to have broadband in the Village Hall was an option and could we explore in more detail the postal address issue again*
- k. *MPC laptop not working and needs repair circa £150 plus due to age etc a new desktop system circa £650 to be acquired all councillors agreed. Cllr. Keegan requested that attention be given to a backup system that is more automated. No data lost in current IT issues stated the clerk but welcomed a more robust backup solution.*

## **NEW ACTIONS**

<b>Ref</b>	<b>What</b>	<b>Who</b>	<b>When</b>
<b>N1</b>	<i>Chase up Green Lane flooding works/issues</i>	Clerk	September
<b>N2</b>	<i>Options to be considered on rents for a new 15year lease at MCC -figures to be re sent to Councillors for review</i>	Clerk	October
<b>N3</b>	<i>Cllr. Rotherham agreed to work with the Clerk to complete the task of validating telephone numbers and contacts in Middleton Matters.</i>	Clerk/Cllr rotherham	September
<b>N4</b>	<i>Look at postal address issue with the Village Hall</i>	Clerk	October
<b>N5</b>	<i>Investigate remote cameras. Cllr. Beamish to obtain formal quotes. If these were in line with estimates the council will then proceed to purchase the said equipment, unanimously agreed</i>	Cllr Beamish	October



## PENDING / ONGOING ACTIONS

Ref	What	Who	When
<b>P1</b>	<b>TRAVELLERS REST</b> <i>Build complete apart from snagging list two bricks to be replaced and internal roof cover to be added – signage also needs to be ordered – glass now fitted notice board also available for fitting</i>	Clerk	September
<b>P2</b>	<i>Play area report to be presented at next meeting to agree extent of works in the light of other equipment failure it was noted that a major spend might be needed to bring the play area up to a reasonable standard</i>	Clerk/Cllr Rawlins	November
<b>P3</b>	<i>WCC highways treatment of Coppice Lane has made the road seem more unsafe and without Covid more accidents would have occurred but MPC need public support for a robust challenge to WCC highways-to be reviewed we need to monitor conditions ongoing</i>	Clerk	REMOVE
<b>P4</b>	<i>Library door remedial work on the door to be completed</i>	Clerk	September
<b>P5</b>	<i>MCC 15year lease to be based on an initial 5year rent increase based on RPI after this both parties would agree to continue with RPI or if it was deemed that commercial rent value was not being achieved a new process agreed. we need to set up a mechanism for rent increases the options appear to be <b>a)</b> linked to property valuation and rents in similar establishments <b>b)</b> link rent increases to the Retail Price Index <b>c)</b> a negotiated rent profile. All three options would be over a 5year period to allow re alignment and agreement with the next 5year profile</i>	Clerk	
<b>P6</b>	<i>Oil spillage latest includes new spillage of what is believed to be engine oil Severn Trent have located the source point at which it enters their pipework. NWBC have not been able to speak with Severn Trent so no progress has been made. Raise further with Planning. Resident involved.</i>	Clerk	October
<b>P7</b>	<i>Investigate solar panel speed signs, put on hold as requires WCC approval and no response received (Raise with WCC) but MPC voted to install at least one sign in the event WCC fails again to respond to our emails Costs to be obtained by the Clerk for next meeting,</i>	Clerk	October
<b>P8</b>	<i>Consider Party in the Park for Spring 2022</i>	All	March-May
<b>P10</b>	<i>Middleton Matters Some monies still outstanding. It was also noted that adverts were being put in without the clerk's knowledge and therefore this needed to be controlled. Clerk to discuss with editorial team and check in particular with Dunton Vets</i>	Clerk	October



## CLOSED ACTIONS

Ref	What	
C1	<i>P9 Need to sort out shed and shed within the shed – this work has started with support from Irene and Martin Ryan- completed</i>	<b>Completed</b>
C2/P11	<i>N1 Letter from HS2 requesting access to MPC land at the rear of Row end cottages? Cllr. Keegan to investigate</i>	<b>Completed</b>
C5		
C6		
C7		

## KEY FINANCIAL PROJECTS 2021/22

Ref	What	Quotes	Budgeted cost	Actual cost
K1	<i>IT procurement repair of Lap top with failed disk and purchase of new desktop- This was agreed unanimously as it provide a better home working set up including automated backup process to internal disk and external disk. As well as a mobile computing facility for meetings</i>	Laptop £150  Desktop £600/£650	£160  £650	£150  £625.39
K2	<b>GARAGES (Church Lane)</b> <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 2021/22 project realistically. Angela Coates to review timescales project has been on hold since 2018. Tony to chase.</i>	On Hold	£10,000 EMR	
K3	<b>CEF Grant</b> <i>Grant to be submitted before end of September 2021</i>	N/A	£75,000	
K4	<b>PLAYAREA</b> <i>A full review of project in the light of further play equipment failures to be considered at October meeting</i>			
K7	<b>ROAD SPEED CAMERAS</b> <i>To be discussed in further detail at next meeting</i>			
			£1250	



<b>K8</b>	<b>MOBILE CAMERAS</b> <i>For detection of fly tipping and other crimes</i>	Camera £474 per camera sim card £10 month		
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**6. Samuel White Trust and other Community Organisations**

- a. *Problem tenant evicted and issues with street lighting reported to Platform housing*

**7. High Speed Rail Line**

*Road closures continue, particularly Church and Crowberry Lanes.*

**8. Community Centre**

- a. *Discussion re new 15year lease with Dan Tanner ongoing.*

**9. Village Green Development**

- a. *Playground refurbishment ongoing,*

**10. Middleton Recreation Room**

- a. *It was noted that Cllr Graham Smith Cllr. Peter Rawlins and Phil Millighan have done an extraordinarily good job on the new village hall porch with their work saving the Hall thousands of pounds in build costs. The initial Grants of £1500 was eaten up in material costs but was the driving catalyst to start the project so a big thanks also to Cllr. Mark Simpson for showing once again faith in Middleton and our ability to deliver on projects.*
- b. *Further grant acquired of £500 for framing of pictures.*

**11. Reports of Councillors and Clerk**

**Cllr. Keegan**

- a. *A resident had raised an issue of signage on the bends at the beginning of Wishaw Lane to state it was hazardous. It was noted but adding a sign would require going through WCC highways and the likelihood of agreement was considered very unlikely.*
- b. *The planned party in the park dated 26<sup>th</sup> September 2021 was now in doubt due to a clash of events on that date. To be considered for next year*

**Cllr. Smith**

*No report*

**Cllr. Beamish**

- a. *New remote cameras could be used in the fight against fly tipping and also for nature surveys Cameras were £474 each and the sim cards were £10 a month thereafter. This was discussed with broad agreement that it was a worthy project. Cllr. Beamish to*



*obtain formal quotes. If these were in line with estimates the council will then proceed to purchase the said equipment, unanimously agreed*

**Cllr. Rotherham**

- a. *Church Lane and Crowberry Lane continue to be closed despite assurances from HS2*

**Cllr. Rawlins**

- b. *No Report*

**Cllr. Jenns**

*No Report*

**Cllr. Simmons**

*No Report*

**Clerk**

**12. Correspondence**

- a. *Angela Coates was asked for an update on the garages by the Clerk and we are awaiting her update.*
- b. *Coppice Lane fly tipping Clerk to meet with witness and complete witness statement forms with them- Now completed and submitted*
- c. *Laptop software updates ongoing including HMRC the circuit(defibrillators)web site admin and digital screen.*
- d. *Neighbour dispute new incident reported to NWBC and the police*
- e. *Internal Audit. Website to be updated and quarterly reports to be done.*
- f. *Middleton Matters it was agreed an advert would go in October December for heart of England on the basis a turkey was donated to the 60+ Xmas dinner in exchange*
- g. *Cllr. Jenns very kindly made available a grant of £500 for the finalisation of a permanent art installation in the Hall including a memorial painting of HRH Prince Phillip*

**13. Planning matters**

*Willows stable follow up ongoing*

*Atlantic nurseries – ongoing*

*RJB Repairs – ongoing*

*Extension agreed on house in Coppice Lane*

*Middleton Hall shops have frontage changes to two units*



**14. Finance Report**  
**Capital reserve fund A/c 29525357 (5.8.2021)**

opening balance	<u>£7,368.56</u>
interest	<u>£0.06</u>
new balance	<u>£7,368.62</u>

£4000 is rent deposit

**Current Account 00411787 (27.8.2021)**

**Financial summary**

Balance at bank	A/c 00411787	<b>£30,415.81</b>
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Unpresented cheques	C/N	Date	Description	
		20/08/202		-
	2233	1	MM August 2021	249.88
		20/08/202		-
	2234	1	Web site hosting	144.00
		07/09/202		-
	2231	1	wages august	998.68
		07/09/202		-
	2236	1	lap top repair	150.00
				-
				<u>1,542.56</u>
			<b>sub total</b>	<b><u>£28,873.25</u></b>
<b>Less cheques to be written</b>				
			wages Sept	<b>-£998.68</b>
			HMRC ***	£0.00
			Hedge cutting **	<b>-£240.00</b>
			Cutting edge	<b>-£100.00</b>
				<b>-£1,338.68</b>
			<b>sub total</b>	<b><u>£27,534.57</u></b>
income			MCC rent September	£ 2,028.00
			<b>total</b>	<b>£ 29,562.57</b>

**Notes:**

**	Awaiting invoice
***	HMRC Employers NI September
precept	£ 6,556.00 income



**15. Public Questions and Comments.**

*No public present*

**16. The Chair proposes**

*None.*

**17. Any other business**

**18. Date of next meeting**

**Meeting closed at 8.00 pm**

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

**Date of next meeting 13<sup>th</sup> October 2021 6.30pm**