



Stainland and District Parish Council 55th Ordinary Meeting Minutes

22nd May 2023

Meeting chaired by Cllr Knights. In attendance – Cllr Fieldhouse, Cllr Weeks, Cllr Mullany, Cllr Bottomley, Cllr Mitchell, Cllr Booth.

Minutes taken by Laura White-Scott Parish Clerk & RFO

	Item
23.55.01	To note the apologies and accept the reasons for absence or lateness. Resolved that no apologies made.
23.55.02	To accept the minutes of the Full Council Meeting held in April 2023. Resolved all accepted previous minutes
23.55.03	To receive Parish Councillors' declarations of interest Resolved all declarations made at last meeting for Cllr Knights, Cllr Booth, Cllr Mitchell & Cllr Weeks
23.55.04	Public Participation. An opportunity for members of the public to address the Parish Council on any issues concerning them within the Parish. One member of public attended
23.55.05	To allocate chairs/vice chair to each Committee Resolved to delegate to each committee meetings. • Chair report • Environmental Committee • Communications Committee • Asset Management Committee • Policy & Finance Committee • Planning Committee • Staffing Committee
23.55.06	To receive reports from the Chairman, Committees and Councillors: • Chairman– Cllr Knights has attendee various courses

	• Environmental Committee – Allotment purchase 12th April, held first allotment meeting. Shaw park jet washing completed. It was noted that we intend to form an allotment association in time and in the meantime the administration will fall to the clerk. • Communications Committee- reviewed social media posts, 22nd July event discussed. Website review started and the logos are now being finalised. Event for 17th December discussed. • Asset Management Committee – JWA is with the legal team and has asked for further clarity on milestones. HOT is approved. JWA to be approved in next 4-6 weeks. • Policy & Finance Committee – Cllr Booth is now chair. AGAR approved and to be added for review at June full council. • Planning Committee- Three applications reviewed, made comment on all applications. • Staffing Committee – Including an update on Training for this cycle. No meeting this cycle. • Clerk's report – no report this cycle.
23.55.07	To discuss allotment fencing Cllr Weeks gave update on the fencing quotes he has gained. £5000 for the first quote, the second quote was £4500 with metal posts £4300 with wooden posts. Resolved to defer to policy and finance meeting on 20th June. Cllr Weeks to send quotes to clerk for circulation.
23.55.08	To discuss the recruitment of remaining vacancies. Resolved that we have two vacancies. Clerk to advertise with YLCA and add to go local advert. Add vacancy to notice board.
23.55.09	To discuss the Return of election expenses form Deadline is 4th June, please return to Cmbc asap. Clerk to request Michelle brown to send Cllr Booths form.
23.55.10	To discuss grant applications which we plan to make. Currently in process of submitting application to Jubilee village hall fund. Deadline 30th May.
23.55.11	To discuss Councillor Training.

	Clerk sent out training courses – All to book on relevant courses.			
23.55.12	To receive financial reports for the current month, including payments made by the committees during April 2023			
Transaction Date	Transaction Description	Debit Amount	Credit Amount	
03/04/23	CMBC Precept		45383.00	
05/04/23	Sonoco Playground donation		1500.00	
11/08/23	Smart pension	18.00		
13/04/23	CMBC Small grant scheme		3000.00	
19/04/23	HMRC	174.09		
19/04/23	Emorsgate Seed	36.00		
19/04/23	Holywell Green Church	105.75		
19/04/23	Holywell Green Church	102.81		
25/04/23	Vodafone	14.72		
26/04/23	Lloyds Bank – compensation		50.00	
		<u>£451.37</u>	£49933.00	
Resolved that all payments approved.				
23.55.13	To receive any Correspondence Resolved no correspondence received.			
23.55.14	To agree agenda items for the next meeting. AGAR, send to clerk before next meeting.			
23.55.15	Date of Next Meeting 29th June 2023- Cllr Booth & Cllr Weeks have sent apologies.			