



MINUTES OF MEETING OF EAST WOODHAY PARISH COUNCIL
25 March 2024
19:00 Woolton Hill Church Hall

Chairman: Cllr Hurst (Chair)

Present: Cllrs G Dick, S Bowden, D Blakeway, R Donoghue, M Rand

Clerk: Amy White

In attendance: Cllr Falconer

Item 1: 128/23 Apologies

Apologies received and accepted from Cllr Roots, Cllr Titcomb and Cllr Cooper.

Item 2: 129/23 Declarations of Interest

None.

Item 3: 130/23 To approve Minutes of Meeting held 26 February 2024

The Minutes of 26 February 2024 were accepted as a true record and signed by the Chairman, Cllr Hurst.

Item 4: 131/23 Actions arising from Full Council Meeting held on 26 February 2024

Item	Action	Owner
109/23	Cllrs to amend Register of Interests forms and Clerk to submit to BDBC. Actioned.	Clerk & Cllrs
121/23	Clerk to purchase hazard tape and place a danger sign on the hay bales. Actioned.	Clerk
122/23	Clerk to write a post for Facebook and website to request landowners clear their ditches again. Actioned.	Clerk
122/23	Cllr Dick to write a piece on Highways for Spectrum. Actioned.	Cllr Dick

Item 5: 132/23 Public Participation

No members of the public attended.

Item 6: 133/23 Borough and County Councillor Reports

Cllr Falconer gave a brief update.

Item 7: 134/23 Planning Update

The Planning Minutes can be found on the website.

Item 8: 135/23 Amenities Update

The most recent Amenities Minutes of 18 March can be found on the EWPC website.

A parishioner has asked the Amenities Committee to use the Boules court for competitions. The committee agreed to purchase the top sand required, which has been bought for a cost of £88 (see Accounts for Payment in Finance).

Terms of Reference: The Committee has updated the Terms of Reference to include footpath responsibility. *Full council endorsed the changes* and the ToR will be added to the website.

Cllr Hurst reminded the council of the importance of ToR for each committee and the process for councillors to follow if they have an issue with a committee's decision in order to maintain effective team working.

Footpaths: Cllr Blakeway and the Clerk have met with Corinne Davis-Cooke to discuss the boardwalk and possible funding options. Corinne has confirmed that Beth Rutterford has included the boardwalk in a request for capital funding from HCC. She has also suggested that EWPC aims to seek match funding to support the project.

Corinne agreed that the surrounding wooded area of the boardwalk from Trade St to the first kissing gate, owned by HCC, could be cleared of bramble and Himalayan balsam (an invasive species) by a volunteer group. Cllr Rand suggested that John Angle, who used to rent the land off HCC, would be a good contact for suggestions on clearing. Cllr Blakeway will pursue this.

Congratulations to St Thomas's Church who have been awarded a bronze medal to be recognised as an 'Eco Church'.

Action: Cllr Blakeway to speak to John Angle on the HCC land by the Trade St boardwalk section to ask for clearing advice.

Item 9: 136/23 Highways

The latest Highways report can be found on the EWPC website.

Item 10: 137/23 Finance Update

The most recent Finance Committee Minutes are on the EWPC website.

a. Accounts for payment:

The Clerk presented the following amounts for payment:

Date invoiced	Budget Line	Explanation	Amount
2-Mar-24	Administration	HugoFox Bronze website subscription (Direct Debit) Inv 4533 (PAID)	£ 9.99
2-Mar-24	VAT	HugoFox Bronze website subscription (Direct Debit) Inv 4533 (PAID)	£ 2.00
27-Feb-24	Misc Maintenance	Red tape for hay bales in parish field (Clerk purchase)	£ 16.58
27-Feb-24	VAT	Red tape for hay bales in parish field (Clerk purchase)	£ 3.32
27-Mar-24	Clerk's salary		£ 739.56
27-Mar-24	Litter Warden Salary		£ 451.53

27-Mar-24	Litter Warden Exps		£	35.00
27-Mar-24	PAYE	HMRC Month 12	£	197.11
27-Mar-24	Pension Contribution	Nest Direct Debit	£	75.13
27-Feb-24	Payroll Admin	Red76 Payroll Inv 8365	£	16.00
27-Feb-24	VAT	Red76 Payroll Inv 8365	£	3.20
29-Feb-24	Annual Maint Agmnt	Scofell Maintenance and grass cuts 32808	£	615.91
29-Feb-24	VAT	Scofell Maintenance and grass cuts 32808	£	123.18
2-Mar-24	Administration	WHCH bookings for Feb 2024 Inv 3100	£	36.00
6-Mar-24	Administration	ArtofData email service renewal for eastwoodhay-pc.gov.uk	£	50.00
6-Mar-24	Administration	HCI Data Renewal of eastwoodhay-pc.gov.uk domain for 2 years	£	95.00
6-Mar-24	VAT	HCI Data Renewal of eastwoodhay-pc.gov.uk domain for 2 years	£	19.00
11-Mar-24	Highways	SID Movement by Premier Grounds x 4 Inv 2496	£	280.00
11-Mar-24	VAT	SID Movement by Premier Grounds x 4 Inv 2496	£	56.00
13-Mar-24	Administration	Scribe Accounts Set up fee	£	249.00
13-Mar-24	VAT	Scribe Accounts Set up fee	£	49.80
21-Mar-24	Misc Maintenance	Sand for Boules Court- Rivar Inv 24082 (PAID)	£	51.20
21-Mar-24	VAT	Sand for Boules Court- Rivar Inv 24082 (PAID)	£	10.24
22-Mar-24	Misc Maintenance	Sand for Boules Court- Rivar Inv 24082 (PAID)	£	36.80
22-Mar-24	VAT	Sand for Boules Court- Rivar Inv 24082 (PAID)	£	7.36

£

Total: 3,228.91

Natwest Current Account Balance as at 25/03/24: £6828.57

Redwood Savings Account Balance as at 26/03/24: £33251.25

(Redwood Savings Account Interest received 01/03/24: £1436.50)

VAT reclaim made 20 March 2024: £1089.48

End of Year:

Natwest: £3717.25

Redwood: £33251.25

TOTAL: £36968.50

Budget: The Clerk presented the final budget for 2024/25- this was approved by full council. Please see the end of the Minutes for the budget.

Item 11: 138/23 Clerk CiLCA qualification and implications for EWPC

The Clerk has passed the CiLCA course, started in April 2023. This means that her salary will increase in April from scale point 19 to scale point 21.

CiLCA gives a council General Power of Competence (GPoC), subject to at least one third of the council members having been elected. Unfortunately there are not as yet enough elected members on the council for GPoC. EWPC will be eligible in 2026 should conditions be met.

Item 12 139/23: Annual Parish Meeting

A discussion was held on how the Annual Parish Meetings in the past have had a disappointing turnout. It was agreed that a report will be issued on EWPC successes 2023/24 and sent out two weeks in advance, with the opportunity for parishioners to turn up on 20th May to discuss any questions or issues with the councillors in an informal setting.

Item 13: 140/23 Items to carry forward to next meeting
Standard items. Finance Update.

Actions from Meeting of 25 March 2024

Item	Action	Owner
135/23	Cllr Blakeway to speak to John Angle on the HCC land by the Trade St boardwalk section to ask for clearing advice.	Cllr Blakeway