

## LOCKWOOD PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD ON THURSDAY 16th JANUARY 2020 AT 7.00 PM AT LINGDALE VILLAGE HALL

**PARISH COUNCILLORS PRESENT:** Cllrs A.Slater (Chairman), C.Kingham, J.Halliday, S.Tyrka and D.Williams.

**MEMBERS OF THE PUBLIC:** None

**OTHERS:** John Sampson, Lily McQuade and Cllr Steve Kay, all from Redcar & Cleveland Borough Council.

**CLERK:** Ms M.Kingham

John Sampson (Head of Services) RCBC gave apologies for the Leader of the Council's absence (Cllr Mary Lanigan). He gave an overview of the Cabinet's balanced revenue budget for 2020/21. Cabinet have agreed to consult on: the Capital Investment Programme, a 2% increase to Adult Social Care Precept, a 1.9% increase to Council Tax, and the levels of Fees and Charges proposed for 2020/21. He said that a key focus of their Medium Term Financial Strategy is Financial Resilience and Sustainability. Part of this strategy involves proposing a balanced and fully-funded budget across the three years, with no reliance on reserves. The output from consultation on the budget will be put together with consultations already carried out via: Residents Survey, Staff Workshop sessions, All Members Budget Conference and reported to Cabinet on 28 th January 2020. This will help inform the final proposals to Cabinet and Council on 27 th February 2020, for Members' approval.

Lily McQuade (Community Led Housing Advisor) RCBC gave an overview of her new role which is to support Community groups across Redcar and Cleveland, who may be interested in Community Led Housing. Community Led Housing is a way for local communities to take a leading and lasting role in providing decent and affordable homes and solving housing problems. It can also provide an income stream to support community groups with their other activities. Lily can help advise on: How to get started, Forming a group to deliver a housing scheme, Different types of groups and housing schemes, Finding a site/building and preparing a scheme, Sources of funding including grants to establishing a group, Provide guidance on best practice, Signpost to external professional assistance - solicitors, architects, etc., Deciding who will manage the housing scheme.

#### **79. TO RECEIVE AND CONSIDER APOLOGIES FOR ABSENCE**

Cllr P.Say and Cllr A.Groves.

#### **80. TO RECEIVE DECLARATIONS OF PECUNIARY AND OTHER INTERESTS**

None

#### **81. REPRESENTATION FROM RESIDENTS**

None

#### **82. TO APPROVE AS A CORRECT RECORD THE MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON THURSDAY 21st NOVEMBER 2019**

Approval of the minutes was proposed by Cllr J Halliday, seconded by Cllr S Tyrka and accepted by the full council as true.

### 83. MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON THURSDAY 21st NOVEMBER 2019 – PROGRESS REPORTS ONLY

- None

### 84. CORRESPONDENCE

- CLLR CLAYTON RESIGNED FROM THE PARISH COUNCIL AND THE VILLAGE HALL COMMITTEE.

### 85. FINANCE

**To approve all payments required in undertaking the Council's business since the last meeting.**

- a) The Clerk provided members with Finance Reports for December 2019 and January 2020. These gave full details of all financial transactions undertaken since the last meeting of the council which included the Bill payments, direct debits, transfers, income and cheque payments the council was required to pay. Members **RESOLVED** to accept the December and January payments.
- b) The Clerk provided members with a quarter three reconciliation, it was noted that a £41.92 difference remained between the bank account and the monthly finance sheet. The Clerk explained that this must reside within the formula used on the monthly finance sheet as it is a positive rather than negative figure.
- c) The current state of finance for the Allotment Committee was presented. It was noted that the expenditure was less than budgeted for at £0.64 per elector and £23.74 per tenant.
- d) The current state of finance for the Village Hall was presented. It was noted that the finances were healthy and that there is over £5700 in the bank account.

### 86. TO APPROVE BUDGET FOR 2020/21

The Clerk presented Councillors with four potential budget options for 2020/21, the Finance Committee had recommended adoption of option three.

The Clerk presented Councillors with a list of items that needed to be voted on before they could be included/excluded from the option three budget. It was **RESOLVED** that from 1st April 2020 Dog Glove bags would no longer be provided throughout the parish as if you are a dog owner it is illegal to leave home without one. It was **RESOLVED** that from 1st April 2020 that the defibrillators would be checked weekly by a local volunteer and monthly by the Parish Clerk when updating the parish notice boards. The lease at Moorcock and Kilton was discussed and it was **RESOLVED** to carry out further consultation prior to a final decision being reached at the next meeting. It was **RESOLVED** that from 1st April 2020 there would be no maintenance funded by LPC at Moorcock and Kilton allotments. It was **RESOLVED** that from 1st April 2020 there would be no water provided by LPC at Moorcock and Kilton allotments. It was **RESOLVED** that from 1st April 2020 there would be no caretaking service provided by LPC at the Lingdale Village Hall. Hirers will be required to set out tables to their own requirement and put them away. As now, they will be required to clean the hall after use, a new charge would be introduced to provide a cleaning facility after use if requested. A refundable deposit will be paid by hirers, this will be returned if the hall is left in a clean state.

Further issues involving staff matters were discussed under private session. It was recommended that the budget is finalised at the February meeting following consultation with allotment tenants and staff.

### 87. PARISH MATTERS

#### a) Clerk's Report

Clerk reported she is having an operation on Tuesday and would be signed off work for two weeks. She agreed to keep an eye on emails and to arrange with the Chair to provide a daily reporting facility for the Parish Warden.

#### b) Chair's Reports

- **Chair of Allotments**
  - No meeting until February 2020
- **Chair of Village Hall**

Lockwood Parish Council serves the villages and hamlets of: Aysdalegate, Boosbeck, Charltons, Gerrick, Kilton Thorpe, Lingdale, Little Moorsholm, Margrove Park, Moorsholm, Slapewath and Stanghow

- Vice Chair John Halliday became the new Chair on the resignation of Cllr Clayton. The new Vice Chair became Alan Groves.
- **Chair of Finance & Personnel**
  - The Chair recommended the adoption of:
    - NALC Disciplinary and Grievance Policy 2019
    - LTN 78 NALC Equality ACT 2010
    - LTN 35 Contracts 2017
    - LTN 81 Predetermination 2014
    - LTN 28 2017 Basic Charity Law
    - LTN 2 The Chairman of the PC 2018
    - LTN 42 Occupiers liability 2017
    - LTN 30 Defamation 2014
    - NALC Homeworking Policy 2019
  - Members **RESOLVED** to accept the adoption and incorporation into policy by Lockwood Parish Council.
- **Chair of Lockwood Parish Council**
  - The Chair thanked Councillors for their input to the difficult decisions that had been made at the meeting, he asserted that these would ensure the Council is financially sustainable in the years to come. He said that although change can be difficult, it is sometimes necessary in order to forge new and better ways forward. He reiterated the Council's duty of Best Value when considering service provision, including social value, with regards to the allotments and the village hall. He added that it is important to enable the council to harness the strengths of voluntary and community groups and the small businesses in the parish.

c) **Ward Councillors Reports**

- **Lingdale & Stanghow.** No issues reported.
- **Boosbeck.** No issues reported.
- **Moorsholm.** No issues reported.
- **Charltons & Margrove.** No issues reported.

**88. THE COUNCIL WILL NOW BE IN PRIVATE SESSION**

Staff hours were discussed.

**89. DATE AND TIME OF NEXT MEETING**

Thursday 20th February 2020

Meeting closed at 8.45PM

Signed: .....A.Slater, Chairman, Date 20/02/2020

Signed: .....Clerk to the Council, Ms M.Kingham Date 20/02/2020