

## **SOUTH MORETON PARISH COUNCIL**

### **MINUTES OF THE MEETING OF SOUTH MORETON PARISH COUNCIL HELD ON WEDNESDAY 4<sup>TH</sup> OCTOBER 2023 AT THE CROWN AT 6.30PM**

Present: Cllrs T. Kendall (Chair), R. Macdonald and S. Willis

Also present: N. Hutchings (Clerk) L Dalby (Outgoing Clerk) and District Cllr Simpson.  
Cllr Gordon joined online.

#### **1. Public Participation (Max 15 minutes)**

There was none.

#### **2. Apologies for absence**

Apologies were received from Cllr L Deeley and District Cllr Manning

#### **3. County and District Cllr Reports**

Cllr Simpson's report was noted. Safer Places designation was discussed. Grant application for swings and disabled loo were discussed.

#### **4. Declarations of personal and prejudicial interest**

There were none.

#### **5. Agree minutes of the meeting held on 27<sup>th</sup> July 2023**

It was **resolved** to approve the minutes and they were signed by the Chair.

#### **6. To confirm appointment of new clerk**

It was **resolved** to appoint Nicola Hutchings as Clerk at SCP 13 for 6 hours per week.  
The contract is to be finalised.

#### **7. To agree training for new clerk**

It was **resolved** to agree that the clerk can book training as necessary.

#### **8. To approve membership to SLCC for new clerk**

It was **resolved** to pay for the Clerk's membership to the Society of Local Council Clerks.

#### **9. To note OCC Charter launch event and agree attendee**

It was agreed Cllr Deeley would attend.

#### **10. To confirm appointment of internal auditor**

It was **resolved** to appoint Deborah O'Brien as internal auditor

### **11. To note recreation ground update**

Cllr Macdonald reported there was a successful launch. A further bench and goal are expected and the equipment will be complete.

There is £600 left to spend on trees, plans required for planting scheme. School have asked to be involved with the planting. Wildflower seeds to be spread in spring.

School have requested to use the recreation field. The Clerk noted that they will need to show proof of their insurance and risk assessments.

### **12. Future Grant Applications**

It was agreed in principle to consider construction of a disabled loo at the back of the pub and look into grants for that purpose.

### **13. To approve Tree Inspection schedule**

Clerk to approach local arboriculturalist for quote.

### **14. To Review annual playground inspection**

The swings need replacing and should be removed urgently. It was agreed to apply to SODC for new swings. Three quotes will be required. A post explaining why the swings need to be removed will be posted on the Community Facebook Page.

### **15. To approve Playground Inspection Rota**

Cllr Willis to organise.

### **16. To approve purchase of laptop and cloud storage**

It was **resolved** to purchase a laptop and cloud storage for use by the Clerk.

### **17. To discuss new website and dedicated email addresses**

The Clerk to investigate further and to consider taking control of current village website. Councillors do not wish to have dedicated email addresses.

### **18. To Note Finance Report and confirm bank reconciliation for second quarter**

The finance report was noted and the bank reconciliation confirmed.

PAYMENTS			
	2023-24		
	Budget	Actual Sept	Difference
Clerk's Salary	2858.00	1387	1471.00
Postage/Admin	338.00	169	169.00
Audit	250.00	120	130.00
Election	1500.00	200	1300.00
IT/Website	200.00	358	-158.00

Insurance	450.00	456	-6.00
Subscriptions	225.00	80	145.00
Training	200.00	0	200.00
Strimming	700.00	300	400.00
Grass Cutting	2200.00	0	2200.00
Recreation Field	18300.00	22094	-3794.00
Dog Bins	2000.00	0	2000.00
Maintenance	100.00	0	100.00
s137 Grants	350.00	0	350.00
Coronation	500.00	0	500.00
Defibrillator	100.00	0	100.00
Christmas Tree	100.00	0	100.00
TOTALS	30371.00	25164.00	5207.00
RECEIPTS			
Precept	12,000	12,000	0.00
Allotment Rents	100	30	70.00
Interest	5	5	0.00
Playground Grant	18300	15639	2661.00
TOTALS	30405	27674	2731.00
			0.00
Balance	34.00	2510.00	-2476.00
CIL recieved in total £7023.76			
Deposit Account	4934.13		
Current Account	14265.33		
	19199.46		

**19. To approve withdrawing all funds from NS&I account and close the account**

It was resolved to withdraw the funds from the NS&I account and close the account. It was agreed to look at putting the money in a savings account.

**20. To confirm payments made between meetings and confirm payments**

Payments made between meetings were confirmed.

Payee		VAT	£
SODC - Uncontested election	200.00		200.00
Net World Sports Ltd - goal	330.78	66.16	396.94
Seated Furniture Ltd - bench	574.44	114.89	689.33
Sweet Daisy - coffee and cake for Rec opening	100.00		100.00
Sweet Daisy - coffee and cake for Rec opening	50.00		50.00

The following accounts for payment were approved.

Payee		VAT	£
L. Dalby - Clerks salary and expenses	424.34		424.34
HMRC - PAYE	91.60		91.60
Playsafety Ltd - Inspection	120.50	24.10	144.60
J. Hearman-Stokes - Strimming	90.00		90.00
L. Dalby - lap top	383.93	76.65	459.93
Seated Furniture Ltd - bench	574.44	114.89	689.33

**21. Items for report and inclusion on the next Agenda**

- Christmas event

**22. To confirm date of the next meeting as November 22nd 2023**