

**SOUTH MORETON PARISH COUNCIL
MINUTES OF THE MEETING OF SOUTH MORETON PARISH COUNCIL TO BE HELD ON
THURSDAY 27th JULY 2023 AT THE CROWN AT 6.30PM**

Present: Cllrs L. Deeley (Chair), R. Macdonald and S. Willis

Also present: L Dalby (Clerk)

1. Public Participation (Max 15 minutes)

There was none

2. Apologies for absence

Apologies were received from Cllrs Gordon and Kendall

3. Declarations of personal and prejudicial interest

There were none.

4. Agree minutes of the meeting held on 21st June 2023

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

5. To discuss and agree recruitment process for new clerk

It was agreed to increase the role to 6 hours per week at SCP 13-17. The closing date will be 25th August. Interviews expected to take place 31st August and 5th September. Letter of application and CV. Existing clerk or interested to learn.

6. To note recreation ground update and agree date for opening ceremony

For the recreation ground project :-

Grants received so far £19,257.90

Donations £900

Grants due £4570

Total income £24,727.90

Expenses so far - £25,675.82

Expenses agreed but not yet complete £740.00

Leaving a deficit of £1687.71 which can be paid for from the CIL money leaving £5336.05 which needs to be spent.

Cllr Macdonald reported the trees and wildflowers are the only outstanding items. It was agreed to purchase a football goal and possibly some more football goals from the remaining CIL monies.

It was agreed to hold an opening ceremony on 5th September, invite TOE and take photos etc.

7. To review recommendations of Internal Audit report

- Tree Inspection – agreed to ask resident for advice.
- Playground Inspection Rota – agreed to arrange a rota on a monthly basis. Cllrs Willis and Deeley to write checklist.
- Purchase of laptop and cloud storage – wait for new clerk.
- To consider new website and dedicated email addresses – wait for new clerk. Councillors agreed they did not want dedicated email addresses.
- Allotment review – as there is no water supply it was agreed to keep the rent at £10 per year.

8. To Note Finance Report and confirm bank reconciliation for first quarter

	2023-24			
	Budget	Actual July	Difference	
Clerk's Salary	2858.00	930	1928.00	
Postage/Admin	338.00	111	227.00	
Audit	250.00	120	130.00	
Election	1500.00	0	1500.00	
IT/Website	200.00	0	200.00	
Insurance	450.00	456	-6.00	
Subscriptions	225.00	80	145.00	
Training	200.00	0	200.00	
Strimming	700.00	210	490.00	
Grass Cutting	2200.00	0	2200.00	
Recreation Field	18300.00	20013	-1713.00	
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	21920.00	8451.00	
RECEIPTS				
Precept	12,000	6,000	6000.00	
Allotment Rents	100		100.00	
Interest	5		5.00	
Playground Grant	18300	11860	6440.00	
TOTALS	30405	17860	12545.00	
			0.00	
Balance	34.00	-4060.00	4094.00	

CIL recieved in total £7023.76				
Deposit Account	4929.54			
Current Account	24035.26			
	28964.8			

The Finance Report was noted.

Clerk to follow up with NSI and then close the account. Council to open account with Unity Trust when the new Clerk is in place.

Bank reconciliation was agreed and signed.

9. To note payments made between meetings

Payee		VAT	£
L. Dalby – Clerks salary and expenses	425.55		425.55
HMRC - PAYE	98.60		98.60
OPFA - Subscription	45.00		45.00
J. Hearman-Stokes - Strimming	120.00		120.00
Ben Lacy - Path	15230.00	3046.00	18276.00

Noted

10.Items for report and inclusion on the next Agenda

- Track from Fulscott to Marsh Bridge is dangerous. Needs to be reported on fix my street.

11.To confirm dates of the next meetings

The dates of the next meetings were agreed as October 4th and November 22nd 2023.