

Minutes of the Harworth and Bircotes Town Council meeting held on Monday 15<sup>th</sup> January 2024 at 7.15pm at the Town Hall, Scrooby Road, Bircotes, DN11 8JP.

**Present:** Cllr Evans (Chair), Cllr Smith, Cllr Whitehead, Cllr Hughes, Cllr Jones, Cllr McLaughin, Cllr S Harrison, Cllr A Harrison, Cllr Horrocks, Cllr Sidwells and Cllr Flynn

**Others:** Mrs Davies (Officer) Mrs Tarburton (Community Development & Funding Manager) County Councillor Shelia Place and member of the public.

**17525 To receive and consider any apologies and reasons for absence**

Cllr Flynn proposed to accept apologies and reasons for absence from Cllr James, Cllr Barns and Cllr Schuller; this was seconded by Cllr McLaughin and was resolved by the Council.

**17526 To receive Declaration of Interest on any item on the agenda**

No declaration of interests received.

**17527 To suspend the meeting to hold a public session**

The Chair suspended the meeting to allow members of the public to speak.

- Concerns from a member of the public about the rats and mess at the pavilion and what are the police doing about anti-social behaviour in the area
- County Councillor Sheila Place gave her county report
- PC Martin sent his apologies and sent his report in for circulation

**17528 The receive the Chair's report**

The Chair reported that there is little to report but things are happening in the background.

**17529 To consider the minutes of the meeting held on 11<sup>th</sup> December 2023**

Cllr James proposed to accept the minutes of the meeting held 11st December 2023 as a true record; this was seconded by Cllr A Harrison and resolved by the Council.

**17530 To receive the cemetery Health & Safety reports**

Cllr Barns was not present to give a report.

**17531 To consider planning applications as listed, planning correspondence and the Community Infrastructure Levy money notification**

**Application:** 23/01432/FUL

**Proposal:** Proposed first floor extension to existing canteen

**Location:** Sismatico Uk Ltd, Unit 6 Plumtree Industrial Estate, Bawtry Road, Harworth

**Consideration:** No objections

**Application:** 23/01434/FUL

**Proposal:** Proposed internal first floor (Mazzanine)

**Location:** Store building Sismatico Uk Ltd, Unit 6, Plumtree Industrial Estate, Bawtry Road, Harworth

**Consideration:** No objections

**Application: 23/01477/VOC**

Proposal: Variation of condition six on P/A 23/00073/FUL to allow occupancy of plot four

Location: Building land at Galway Mews, Harworth

**Consideration: No objections**

**Street naming application:****Application: 23/00082/NEWDEV**

Location: Land southwest of Brinsley Way, Bircotes

Proposal: New development

**Consideration: No objections**

Cllr McLaughlin proposed not to make any objections to the above applications; this was seconded by Cllr A Harrison and resolved by the Council.

The Officer reported on the updated Community Infrastructure Levy money available.

Cllr Sidwells proposed that the District Council holds the money on the Town Council's behalf and to continue allocating it for third party funding for the North Border School project; this was seconded by Cllr Flynn and resolved by the Council.

**17532 To consider the Internal Control testing document**

Cllr Scott Harrison proposed to accept the Internal Control Testing document for 2023-24; this was seconded by Cllr A Harrison and resolved by the Council.

**17533 To consider payments as listed and consider the financial reports for 30<sup>th</sup> November 2023**

Cllr Horrocks proposed to approve the payments as listed; this was seconded by Cllr Hughes and resolved by the Council

The Officer previously had circulated copy of the 30<sup>th</sup> November 2023 financial statements, budget, variances, ear marked & general reserves and bank statements for the Councillors to consider.

The Officer went through the budget figures and reasons for any variances. No matters raised

Two Councillors confirmed the bank statement balances against the financial statements which were correct and signed the financial reports.

Cllr S Harrison proposed to accept the above finance reports as above; this was seconded by Cllr Flynn and resolved by the Council.

**17534 To consider type of replacement noticeboards for the cemeteries**

Discussions took place regarding a new noticeboard for the old cemetery, and a new noticeboard for the new cemetery to replace the one damaged by the wind. The requirement is for recycled material to be use which are easier maintained and large enough to put several notices in, plus room to advertise events.

Discussion also took place regarding an additional notice board for the front of the planters on the civic centre.

After consideration, Cllr Whitehead proposed to purchase 3 x notices boards with a cap of £1,500 each; this was seconded by Cllr Hughes and resolved by the Council.

The two cemetery notice boards to be paid from their ear marked reserves for the cemeteries. The civic centre notice board to be paid from a separate ear marked reserve.

**17535 To consider cleaning the war memorial**

Following the approval to have the war memorial cleaned; the Officer has received a quotation for the war memorial and at the same time the cleaning of the Tommy Simpson memorial will be conducted for free. This will then be put on the budget for 2024/25.

Cllr Horrock proposed to accept the cost of the cleaning the war memorial; this was seconded by Cllr Sidwells and resolved by the Council.

**17536 To consider the sale price for the large trailer**

The Officer reported on the interest received for the sale of the large trailer; however, no one has yet to come back and have a look at it. This has been advertised via posters, face book and marketplace.

After consideration, Cllr Jones proposed to accept between £1,300-£1,600 to cover Town Council's costs, VAT is chargeable; this was seconded by Cllr Whitehead and resolved by the Council.

**17537 To consider a revised website and the increase of Broadband width**

The Officer reported that the current website is not an easy to negotiate and it would be beneficial to look at an improved layout and access for the Officer to use for updating her own information, rather than relying on others.

Our website company has looked at our requirement to simplify the website and provided costs and details. After discussion, Cllr Horrocks proposed to go ahead with the improved set up for the website; this was seconded by Cllr A Harrison and resolved by the Council.

Regarding the increase of broadband width, the Town Hall suffers with dropping out of the internet connection to the point that staff and groups cannot access it for hours at a time. Cllr Whithead proposed to go ahead if work is needed to solve this problem, this was seconded by Cllr S Harrison and resolved by the Council.

**17538 To consider increasing the Financial Regulation's authority to spend limit**

This item is no longer needed.

**17539 To consider the draft 2024/25 budget and ear marked reserves**

The Officer reported that between now and 9<sup>th</sup> February which is the deadline for sending the precept application, an additional council meeting to approve the final budget and precept will be required.

Using the December year to date budget figures, the Officer went through the current budget items, discussed variances, expected expenditure for 31.3.2024 and a draft proposal for 2024-25. New budget items as discussed earlier in the meeting are the cleaning of the War Memorial and update of the website – these costs were added to the draft budget.

The Officer gave examples of using the draft budget were given to explain how the precept figure is calculated from the Band D tax rate and its increase due to housing increases.

After discussion, Cllr Hughes proposed to approve the initial draft figures to date and noted that these will be updated ready for the consideration of the final proposed budget and precept meeting; this was seconded by Cllr Flynn and resolved by the Council.

The Officer then went through the ear marked reserves giving updates on projects.

**17540 To receive items for information only**

Karen Tarburton started by thanking those that supported and attended the Christmas event, 375 children visited Santa and, six hundred plus people attended; it was very well received again . The next Christmas event will take place on the last week in November 2024, consisting of a Winter Wonderland with slight changes to the format.

A big thank you was given to Karen and the staff for all their hard work in putting on the event.

**17541 Time and date of the next Town Council meeting**

The time and date of the next Town Council scheduled meeting will be the 28<sup>th</sup> February 2024 at 7.15pm at the Town Hall, Scrooby Road, Bircotes, DN11 8JP.

An additional meeting may be held for the consideration of the budget and precept prior to the scheduled meeting – date still to be arranged.

**Payments**

Ref	Supplier	Description	Net	Gross
3677	Hentons	HMRC – p.a.y.e for January	£2,700.13	
3676	Hipwell Motor Services	Van repairs	£117.80 + vat	£141.36
3675	Outco	Gitting in December	£104.00 + vat	£249.60
3674	Trent Hire	Xmas tree barriers on hire	£70.86 + vat	£85.03
3673	Torne Valley Country Stores	Tools	£13.19 + vat	£15.82
3672	Sharpe Group	Website & IT subs for December	£126.40 + vat	£151.68
3671	Notts CC	January pension	£3,471.02	£3,471.02
3670	Hentons	January net wage	£10,616.40	£10,616.40
3669	Sharpe Group	Help with wifi/connection problems	£170.00 + vat	£204.00
3668	Hentons	Oct to Dec payroll processing	£210.00 + vat	£252.00
3667	Hipwell Motor Services	Van MOT	£55.00	£55.00
3666	HMRC	Dec p.a.y.e	£3,061.36	£3,061.36
3665	JNP Group	Replacement cheque – RAAC survey	£850.00 + vat	£1,020.00
3664	Aubourne Planning	BDC work – funded	£5,000.00	£5,000.00
3663	Aubourne Planning	BDC work – funded	£2,720.00	£2,700.00
3662	The Joker Entertainment	Xmas event – funded	£1,000 + vat	£1,200.00
3661	Notts CC	December pension	£4,247.53	£4,247.53
3660	Hentons	December net wage	£12,602.75	£12,602.75
3658	DVLC	Van tax	£320.00	£320.00
3657	B & B Mower & power tool repairs – Repair to lawnmower		£226.50	£226.50
3655	County Supplies	Stationary	£9.60 + vat	£11.52
3652	H Rodger	Stamps & tea	£62.24	£62.24
3650	DB Entertainment	Xmas entertainment	£4,850.00 + vat	£5,820.00
3649	Christmas Plus	Installation dismantle of festive display	£3,046.45 + vat	£3,655.74

**Finances as of 31<sup>st</sup> December 2023**

Net Income for December		£006,652.19	
<b>Net Expenses for December</b>		<b>£050,437.62</b>	
Opening bank balances 1 <sup>st</sup> April 2023	£		£
Current Account		£379,281.34	
Current Saver Account		£064,820.53	
Unity Trust Account		£091,879.43	
Unit Trust Savings		<u>£000,000.00</u>	£535,981.30
Plus income & VAT <u>to date</u>	31.12.23	£487,935.44	
<b>Less expenses &amp; VAT <u>to date</u></b>	<b>31.12.23</b>	<b>£387,098.21</b>	£100,837.23

Closing cash book balances 31<sup>st</sup> December 2023

Current Account	@ 31 <sup>st</sup> December 2023	£479,527.82	
Current Saver Account	@ 31 <sup>st</sup> December 2023	£065,457.20	
Unity Trust Savings	@ 31 <sup>st</sup> December 2023	£000,000.00	
Unity Trust Account	@ 31 <sup>st</sup> December 2023	<u>£091,833.51</u>	<u>£636,818.53</u>

Made up of:	Ear Marked Reserves	£259,689.46
	General Reserves	£377,129.07
		<u>£636,818.53</u>

Minutes of the meeting held 15<sup>th</sup> January 2024 Signed: *CJ Evans*

Date: 26/2/2024