

# Scaleby Parish Council



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Chairman: Cllr. Linda Thompson

13 January 2021

An online meeting of Scaleby Parish Council will be held on:

**Wednesday 20<sup>th</sup> January 2021 at 7.30pm**

The meeting is accessible by clicking the link here or by logging into www.zoom.us and using Meeting ID **815 8580 0066** with the password **530777**.

The meeting can also be accessed using a telephone by dialling one of the following numbers (0131 460 1196 or 0203 051 2874 or 0203 481 5237 or 0203 481 5240).

Please aim to arrive at the meeting by 7.20pm in case of connectivity problems. The meeting will be recorded in accordance with our policy on filming.

This is a public meeting and all are welcome to attend.

Yours faithfully

Sarah Kyle  
**Clerk and Responsible Financial Officer**

## **Agenda**

- 1. Apologies for absence**  
To receive apologies and approve reasons for absence
- 2. Declarations of Interest and Request for Dispensations**
  - 2.1** The Clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest
  - 2.2** To receive declarations by members of interests in respect of items on this agenda
- 3. Minutes of the meeting of the Parish Council held on 18 November 2020**  
To approve the accuracy of the attached minutes. Minutes to be signed following the meeting
- 4. Public Participation**  
In accordance with Standing Order 3e the Chairman will, at her discretion:
  - 4.1** Invite members of the public to address the meeting in relation to the business to be transacted at this meeting
  - 4.2** Receive reports from City and County Councillors

**5. Administrative Matters**

**5.1 Kingmoor Incinerator**

To note any update and ratify the response submitted to the public consultation (previously circulated via email)

**6. Finance Matters**

**6.1** To ratify payments (below) and to note the [attached](#) bank reconciliation/budget update

- Sarah Kyle, December Salary £149.04
- HMRC, December PAYE, £32.80
- Sarah Kyle, January Salary £149.04
- HMRC, January PAYE, £32.80
- T Moore, Fingerposts, £157.74
- Equiphase, website hosting, £66.00

**7. Highways Matters**

**7.1 Highways Meeting**

To verbally update on a meeting held with a Highways representative

**7.2 Updates**

To bring to the attention of the Clerk, any new issues to report

**8. Councillor Matters**

To bring to the attention of the Clerk any new issues on behalf of residents

*Note: no decisions can be made on these matters, but the Clerk may make investigations and/or they may be placed on a future agenda of the Council.*

*Future agenda items should be submitted to the Clerk by 8 March 2021*

**9. Date of Next Meeting**

To resolve that the next online meeting will take place on Wednesday 17 March 2021 at 7.30pm

*Members are reminded that, in accordance with the Code of Conduct, they are required to declare any disclosable pecuniary interests or other registrable interests on a 'Notification by Member of Pecuniary and Other Registrable Interests' form. The Code places a duty on all Parish Councillors to ensure that the information given in their Notice of Interest is current and it is a breach of the Code should Parish Councillors fail to give further notice in order to ensure that their Personal Interests form is up to date. Members are therefore politely reminded of the need to complete a new form in respect of any change to their interests, including changes of employment, ownership or renting of property within 28 days of any change taking place.*

## **SCALEBY PARISH COUNCIL**

### **Minutes of a Virtual Meeting held on Wednesday 18<sup>th</sup> November 2020 at 7.30pm**

**Present:** Cllr G McGarr (Vice-Chair), G Little, R Marston, T Moore and L Thompson.

**In Attendance:** City/County Cllr J Mallinson. City Cllr D Shepherd. The Clerk, S Kyle.

Due to problems with the Cllr Thompsons internet connectivity, Cllr McGarr assumed the role of Chair for this meeting.

#### **375/20 Apologies for Absence**

Apologies were received and noted from City Cllr V Tarbitt.

#### **376/20 Declarations of Interest and Requests for Dispensations**

Dispensations in respect of precept setting were agreed at the November 2019 meeting for all Cllrs present.

#### **377/20 Minutes of Meeting Held Wednesday 16<sup>th</sup> September 2020**

**Resolved** that the minutes of the last meeting of the Parish Council be agreed and signed by the Chairman, following the meeting, as a true and accurate record.

#### **378/20 Public Participation**

City Cllr D Shepherd reported that he remains in dialogue with the City Council regarding invasive weed species in the parish.

#### **379/20 Administrative Matters**

##### **379.1 Kingmoor Incinerator**

It was noted that the consultation deadline had been extended until 30<sup>th</sup> November. Discussion was held regarding the site and plant suitability.

**Resolved** that Cllr Little compile a response; the Clerk to put him in touch with a Cllr from Stanwix Rural who may be able to assist.

##### **379.2 Dark Skies Initiative**

Discussion was held regarding the possibility of investigating and consulting on whether street lamps should be reduced in the time they are active in order to reduce light pollution and save costs. It was clarified that the street lamps are still under third party ownership with no immediate plans to transfer the costs to parishes and a rolling programme by the County Council to replace all bulbs to LED's was already underway.

#### **380/20 Financial Matters**

##### **380.1 Payments**

**Resolved** to approve payments, including retrospective payments, as follows:

- Sarah Kyle, October Salary £170.72

- HMRC, October PAYE, £38.00
- Sarah Kyle, November Salary £149.04
- HMRC, November PAYE, £32.80
- Diane Malley, Payroll, £60.00

A budget summary, with expenditure to date against budget, was circulated alongside the agenda. The balance at bank on 31 October 2020 was £11,189.68.

### **380.2 Donation Request**

**Resolved** to donate £100 towards the Great North Air Ambulance (LGA 1972 s137).

### **380.3 Precept and Budget 2021/22**

A report had been circulated alongside the agenda containing forecasted remaining income and expenditure levels for 2020/21; the proposed budget for 2021/22 and the estimated levels of financial reserves to be held on the 1st April 2022.

**Resolved:** To accept the proposed budget for 2021/22; the precept to remain at £5,400.

## **381/20 Highways Matters**

### **381.1 Updates**

No updates were available on previously raised matters. Concerns were again raised about flooding on the Horsegills road with serious concerns that an accident may happen. County Cllr Mallinson will take this to Highways again. Concerns were also raised regarding a collapsing ditch on the long straight towards the A6071. It was clarified that land owners are responsible for ditch maintenance and an education programme to remind local land owners of this may be required however the Clerk will take the issue up again with Highways to request the site meeting.

### **381.2 Footpaths**

A complaint had been received regarding the state of local footpaths from a concerned resident. Cllr Moore confirmed he was currently walking each of the parish footpaths and would report any necessary findings to the appropriate authority. He also confirmed that he could install signage to remind walkers to close gates if required.

## **382/20 Councillor Matters**

**Cllr McGarr** noted receipt of a woodland management plan for Scaleby Castle estate. Cllr McGarr will communicate with the land agent as it was agreed it would be useful to know if any tree diseases were found.

## **383/20 Date of Next Meeting**

**Resolved** that the next virtual meeting of the Parish Council will take place on 16<sup>th</sup> January 2021 at 7.30pm.

There being no further business the Chairman closed the meeting at 8.23pm.

Scaleby Parish Council Budget 2020 2021											
Income											
Item		Budget 2020 21	May	July	September	November	January	March	TOTAL	%	2019/20 Actual
Brought Forward		6797.1							£ 7,778.26		£ 6,797.10
Precept		£ 5,400	£ 5,400.00						£ 5,400.00	100%	£ 5,400.00
CTRS									£ -		£ -
Play Days		£ -							£ -		£ 300.00
Grants				£ 600.00					£ 600.00		£ -
Advertising									£ -		£ -
VAT repayment									£ -		£ 42.04
Other									£ -		£ 20.00
TOTALS		£ 5,400	£ 5,400.00	£ 600.00	£ -	£ -	£ -	£ -	£ 6,000.00	111%	£ 5,762.04
Expenditure											
Projects	(CLP Led)	£ 500							£ -	0%	£ -
	SPAAF Days	£ 1,050							£ -	0%	£ 486.00
	Legal Costs								£ -		£ -
Defibrillator	Running Costs								£ -		£ -
Clerk	Gross Salary	£ 2,180	£ 354.72	£ 177.36	£ 354.72	£ 749.76			£ 1,636.56	75%	£ 2,127.22
	Other	£ 10	£ 11.00						£ 11.00	110%	£ 7.00
Admin & Stationery		£ 150		£ 60.00	£ 2.39	£ 60.00			£ 122.39	82%	£ 235.29
Maintenance		£ 100				£ 157.74			£ 157.74	158%	£ -
Subs		£ 136	£ 136.31						£ 136.31	100%	£ 132.26
Audit									£ -		£ -
Insurance	PC & VH	£ 309	£ 351.00						£ 351.00	113%	£ 723.74
Newsletter	Stamps & printing	£ 250							£ -	0%	£ 181.50
Website	Includes carry forward	£ 66	£ 20.00						£ 20.00	30%	£ 97.00
Info Commissioner		£ 35			£ 35.00				£ 35.00	100%	£ 35.00
Village Hall Rental		£ 175							£ -	0%	£ 175.00
Donations/Grants	Church	£ 250							£ -	0%	£ 350.00
	Village Hall	£ 700							£ -	0%	£ 200.00
	Welfare Committee	£ 100							£ -	0%	£ -
	Others	£ 200	£ 100.00	£ 600.00		£ 100.00			£ 800.00	400%	£ -
Training		£ 80							£ -	0%	£ -
Contingency fund		£ 250							£ -	0%	£ -
VAT									£ -		£ 30.87
TOTALS		£ 6,443	£ 973.03	£ 837.36	£ 392.11	£ 1,067.50	£ -	£ -	£ 3,270.00	51%	£ 4,780.88

#### Bank reconciliation 31 December 2020

Balance b/forward	£	7,778.26
add receipts	£	6,000.00
Less expenditure	£	3,270.00
<b>Cash book Balance at 31 December 2020</b>	<b>£</b>	<b>10,508.26</b>
<b>Balance at bank 31st December 2020</b>	<b>£</b>	<b>10,508.26</b>