

OWMBY-BY-SPITAL PARISH COUNCIL MEETING
21 May 2024
St Peters and St Pauls Church, Owmbly by Spital
commencing at 7.00pm

Present Cllrs Crompton Howe, Davis, Swift, Welch and the clerk.

Public – None

Meeting commenced at 7.00pm

NOTES

22/2024 – Election of Chairman and to sign the declaration of acceptance of office

**Cllr Crompton Howe was Proposed by Cllr Swift
And Seconded by Cllr Welch
RESOLVED**

23/2024 - Election of Vice Chairman and to sign the declaration of acceptance of office

**Cllr Leah was Proposed by Cllr Swift
And Seconded by Cllr Welch
RESOLVED**

24/2024 – Chairman’s welcome and opening remarks Cllr Crompton Howe – welcomed the councillors and hoped that we as a council could continue in the same vein as it seems to be a successful formula.

25/2024 – Reports from County Councillors and Police – none received

26/2024 - Apologies for Absence - To receive and accept apologies where valid reasons for absence have been given to the Parish Clerk prior to the meeting. – Cllr Leah sent her apologies and they were duly accepted.

27/2024 - To receive declarations of interest under the Localism Act 2011 – being any pecuniary interest in agenda items not previously recorded on Members’ Register of Interests and any written requests for dispensation None declared

28/2024 - To approve as a correct record the notes of following meetings of the Parish Council and to authorise the Chairman to sign the official minutes of the meeting held on 12th March 2024 – RESOLVED to accept as a true record

29/2024 - CPC

- **Events Update** – Successful Car Boot and funds raised a profit of £119.32
- **Accounts Update** – An accounts update was shared and accepted. Account details were shared. The current balance is £12,230.08 of which £9,352.00 is currently ringfenced grant funding for the path works. **NOTED**
- **Health and Safety Update** – Cllr Moulson has indicated that the benches were nearing end of life and becoming dangerous. Cllr Elliott indicated that she would be willing to replace the one that she originally purchased. **NOTED**
- **Grant Update** – Applications for Sport England and Starbucks were

unsuccessful. WLDC was unsuccessful at this time but may be revisited in August when further funds come available. Suggestion to sponsor a tree – to be explored. **NOTED**

30/2024 Cemetery update

- A Headstone was placed in the cemetery before the permit was signed – and therefor permission was not granted. The matter was raised with the memorial mason and the permission granted retrospectively. NAMM have been made aware as the mason is registered with them. **NOTED**

31/2024 – Policies

- Cemetery Rules – Amended as per document control – Resolved to accept
- Safeguarding policy – Resolved to accept
- Volunteer Policy – Resolved to accept
- Vexatious Complaints Policy – Resolved to accept
- Data Breach Policy – Resolved to accept
- Data Protection Policy– Resolved to accept
- Subject Access Request Policy – Resolved to accept
- Risk Management Policy - Resolved to accept
- Social Media Policy – Resolved to accept

32/2024 - Finance Matters

- To approve and sign the Council's Annual Governance Statement for the 2023/2024 Annual Return for the financial year ended 31.3.24 prior to submission for external audit. **RESOLVED**
- To approve and sign the Council's Annual Accounting Statements for the 2023/2024 Annual Return for the financial year ended 31.3.24 prior to submission for external audit. **RESOLVED**
- To agree the schedule of payments delegated to the clerk for the year 2024/2025. **RESOLVED**
- To approve payments as shown in the Bank Rec - **RESOLVED**

(Prepared
15 May
2024)

Bank Rec for May 2024

					Current	Reserve	Total
31/03/2024				cf	£0.00	£2,572.76	£2,572.76

Receipts

WLDC	Precept	10,980.00
SLCC	Refund for overpayment	132.00
HMRC	OPC and CPC VAT Refund	2,554.90
P&C	Memorial Permit - Lewis	100.00
	Total	£13,766.90

£13,766.90	£2,572.76	£16,339.66
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Expenditure

J Haycraft	Pay - Mar 2024	257.60
AJ Williams	Grass - March 2024	414.00

LALC	ATS	132.00
HMRC	PAYE Mths 9-12	185.80
J Haycraft	Pay April 2024	257.60

Total	£1,247.00	bf	£12,519.90	£2,572.76	£15,092.66
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Payments Pending Action

D Harford	Audit Fees	50
School	Hire costs	85
AJ Williams	Grass April 2 cuts each	£828.00
J Haycraft	Refreshments for Bulb planting day	£13.35
S Clegg	Payroll Provider	£25.20
CPC	Reimburse VAT	£1,107.20
Total		£2,108.75

cf	£10,411.15	£2,572.76	£12,983.91
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Earmarked funds

Vat Refund Due to date

91

33/2024 - Forthcoming meetings

- a. 9th July
- b. 17th September
- c. 12th November
- d. 14th January 2025

Meeting Closed 19:43