

## Minutes of WALTON PARISH COUNCIL meeting held TUESDAY, 14th January, 2025

Present: Councillors: - Armstrong, Hogg, Matthews, Reynolds, Shaw, Weaver and Wilkinson.

In attendance: - Clerk, and 1 Member of the Public

**087/24 APOLOGIES FOR ABSENCE** –. None Received.

**088/24 RESIGNATION OF COUNCILOR** – Cllr Shaw reported that he had received a resignation letter from Cllr Hodgson and Council instructed the Clerk to communicate to Cllr Hodgson their thanks for his service.

**089/24 REQUESTS FOR DISPENSATIONS – RESOLVED** No requests were received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest.

**090/24 DECLARATIONS OF INTEREST – RESOLVED** No declarations by elected members of interests in respect of items on this agenda were received.

**091/24 MINUTES OF THE MEETING HELD ON 12TH NOVEMBER 2024 – RESOLVED** To authorise the Chairman sign, as a correct record, the minutes of the meeting held on 12th November 2024.

**092/24 PUBLIC PARTICIPATION** – the Member of the Public (MOP) asked a number of items regarding the efficacy of the Website and communications in general in order to attract more individuals to attend Council Meetings.

After a robust discussion it was **RESOLVED** that individual council members would scrutinise the Website and bring forward any suggestions as to how it and communications in general could be made more effective.

**UNITARY AUTHORITY REPORT** – Cllr Mallinson was not in attendance, so no report given.

The Clerk still to contact Claire Liddle in the Legal Services department of the Unitary Authority to progress with regard to the cast-iron signpost and ownership of it and the land on which it is placed.

### **REPORT FROM REPRESENTATIVES ON THE VILLAGE HALL MANAGEMENT COMMITTEE**

(VHMC) - Cllr Weaver reported on progress around re-establishing the VHMC with new members and would be continuing to liaise with Helen Aitken from ACRE to ensure a full and frank understanding of the relationships and responsibilities of both the VHMC and the Parish Council following on from her visit to discuss those matters. Notices had been placed seeking individuals showing any interest in being members of the VHMC and meetings would be called in the near future. It was **RESOLVED** that the Parish Council would need to “appoint” its 2 representatives to the VHMC at its next meeting in March.

Issues regarding the relationship and legal structure of the organisations would be outlined in the next Newsletter.

The Clerk reminded Council that any expenditure incurred by the VHMC would incur VAT (usually at 20%) whilst the Parish Council “generally” was exempt and could reclaim the tax.

### **093/24 FINANCE MATTERS**

The Clerk circulated Bank Reconciliations and Budget v Actual reports to council members for discussion to the end of December 2024.

Payments Authorised as per the following:

257 Green Team – Grass cutting	£ 270.00
258 HMRC – Income tax	£ 68.40
259 A Dawes - Clerk Pay & Exp	£ 338.29
260 D M Payroll - Payroll service	£ 60.00

D/D Unity Bank	£ 6.00
261 A Dawes - Clerk Pay & Exp	£ 350.58
262 HMRC – Income tax	£ 62.60
D/D Unity Bank	£ 6.00

#### **094/24 COMMUNITY INFRASTRUCTURE GRANT**

No update

**095/24 CORRESPONDENCE AND LITERATURE RECEIVED BY THE CLERK-** all had been distributed electronically, other than the verbal communication by the Clerk of his intention to end his contract with the Council on the 31<sup>st</sup> March (in effect the next meeting being his last formal meeting). The Clerk did indicate that he would fulfil the obligation, on behalf of the Council, to complete the financial year-end papers AGAR and ensure that they were submitted to the external audit company in accordance with the timescales provided. This would entail him bringing the documents to the May meeting and having them authorised and then signed by the outgoing Chair.

Cllr Shaw then indicated that Council members would need to commence the replacement process as soon as possible and he would start by gathering the details that were passed over to CALC during the last recruitment phase.

**096/24 AGENDA ITEMS FOR NEXT MEETING** – Council members asked for the following items to be added to the Agenda (as a minimum)

Decision on representation and appointment to the VHMC  
 Co-option process commencement for vacancies on the Parish Council – this item may well be best left until the May meeting but the process can commence earlier.  
 Review update of Website  
 Discussion regarding what to do regarding the Re-cycling bins.  
 Newsletter dates and content  
 Drains.

**097/24 DATE OF NEXT MEETING(s)** – held in Walton Village Hall at 7.30pm. 11<sup>th</sup> March 2025

**098/24 CLOSE OF MEETING 20.45**