

# **SHUSTOKE PARISH COUNCIL**

## **Monday 21st August 2023 at 7.30pm**

### **ORDINARY MEETING OF THE COUNCIL**

#### **DRAFT MINUTES**

**Present:** Councillors G. Dupree (in the Chair), O. Brown, L. Dupree, G. Farr, R. Hill, N. Larkin and G. Noble  
Clerk – Neil Millard  
9 members of the public

#### **1 Apologies**

1.1 There were no apologies received as all Councillors were present.

#### **2. Declarations of Interest**

2.1 There were no declarations of interest relating to items on the agenda.

#### **3 Minutes of Meetings of the Council**

3.1 The minutes of the previous ordinary meeting and extraordinary meeting of the Council had been circulated to all members.

3.2 It was RESOLVED that the Minutes of the ordinary meeting of the Council held 26th June 2023 and the extraordinary meeting of the Council held 31st July 2023 be approved as a true and correct record and be signed by the Chairman.

#### **4 Questions or Presentation from Members of the Public**

4.1 A number of local residents were present at the meeting and they voiced their concerns regarding the ongoing poor condition of the recreation ground. A number of the residents advised of conversations with a man with connections to the village who was offering to help. They advised that he hoped to establish some form of junior football programme utilising the recreation ground.

4.2 The Chairman explained the latest position regarding work carried out and the cost of further work and the difficulties in returning the ground to an acceptable condition.. The Clerk also reported on the advice received from the contractor following the last work undertaken. The Chairman again thanked residents for attending the meeting and assured them that the Council welcomed and valued their contribution and the positive suggestions and engagement to try and rectify the situation.

#### **5 Reports by County and District Councillors (for Information)**

5.1 There were no reports forthcoming and no members of the District or County Council present at the meeting.

## 6 Approval of List of Accounts

- 6.1 The following list of accounts paid since the last meeting was circulated to all members prior to the meeting:-

		£
HSBC	Bank Charges	5.00
Clerk NM	Salary June	322.90
Clerk DJ	Salary June	84.73
ICO	Annual Subscription	35.00
HMRC	PAYE June	137.40
Netwise	Domain Renewal	24.00
Coleshill Mowing	Horticultural Services June	360.00
HSBC	Bank Charges	5.00
Clerk NM	Expenses June	27.00
Clerk	Salary July	322.70
Clerk	Expenses July	27.00
Friends of Rec	SPC Donation	100.00
Cllr L Dupree	Expenses - Action Day	106.12
Coleshill Mowing	Horticultural Services July	360.00
Rae Rose Company	Horticultural Services July	432.00
LH Tree Services	Grass Cutting	400.00
HMRC	PAYE July	80.80
HSBC	Bank Charges	5.00

- 6.2 It was RESOLVED that the above list of accounts as submitted to the meeting be approved

## 7. Review and Consideration of Interim Arrangements and Specification for Providing Horticultural Services at Shustoke Recreation Ground

- 7.1 The Clerk had circulated details of a further quotation from the Rae Rose Company and detailed the advice that had been provided. Some members of the Council and members of the public reported that another party had indicated that they wished to assist in improving the condition of the ground.
- 7.2 It was RESOLVED that the Clerk approach Richard Evans to obtain an estimate for rectifying the existing situation and bringing the ground under control, potential ongoing maintenance and to discuss his provisional plans
- 7.3 It was also RESOLVED that responsibility be delegated to the Clerk in consultation with the Chair and Vice-Chair to approve arrangements for a remedial cut up to a maximum cost of £800 and a maximum of £200 per cut for ongoing maintenance up to the end of October 2023

## 8. Confirmation of Revised Arrangements for the Council's Bank Mandate and Online Banking (as Requested by HSBC)

- 8.1 The Clerk reported that he had completed a revised bank mandate form following his appointment to include the new Chairman and himself. HSBC however retained David Jeans as the account administrator and required a copy of the minutes of the meeting confirming the appointment of the new Clerk and resulting authorisation to amend the bank mandate.
- 8.2 It was RESOLVED that the Council confirms that Neil Millard was appointed Clerk and Responsible Financial Officer from 1st May 2023 on the retirement of David Jeans. The Council's Bank is requested to substitute Neil for David as account administrator within the banking mandate and associated responsibilities

