

GUITING POWER PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting held January 11th 2024, 7 p.m. Held at the
Cochrane Meeting Room

Present: Cllrs Tony Allcock OBE (Chair), Simon Gardner, Simon Wallis, Charlie Friend, Sam
Ayton-Hill, Neil Smith, Fiona Formby

Attending: Clerk Jane Carter, District Councillor Len Wilkins, County Cllr Mark Mackenzie-
Charrington

MINUTE	AGENDA ITEMS	ACTION
240111/1	Apologies for absence: None	
240111/2	To Receive Declarations of Interest from Councillors- none	
240111/3	To approve the minutes of the Parish Council meeting held Wednesday November 15th, 2023: the minutes of the meeting were approved as a true record and signed by the Chair.	
240111/4	To receive comments and concerns from the public: None	
240111/5	To receive report from County Councillor Mark Mackenzie-Charrington: the report had been circulated and was noted.	
240111/6	To receive report from District Councillor Len Wilkins: Publica was being wound up and the administrative roles absorbed back into the District Council. Planning fees would be increasing by 25% for private applications and 35% for commercial. More resource was being allocated to planning. Fines for fly tipping had increased.	
240111/7	<p>Highways Matters: Three companies had been approached to tender for the white lining and car park work within The Square. Two had provided quotes. It was agreed to proceed with WJ South West Ltd at a cost of £2850. Clerk to receive written confirmation from GCC that they would pay for the work in full. Residents would need to be made aware and the areas coned off prior to the work commencing. The clerk would send the agreed plan to the Trust. It was agreed that Wednesday was a good day for any work.</p> <p>There was a discussion on the installation of kerb stones along the boundary of the village green. Residents were concerned the area was being worn away by vehicles. Cllr MCC said that county council funds may be available to pay for the work. It was approximately 60m. Cllr Smith agreed to measure out the area. It may be possible to have the work included in the white lining work.</p> <p>There were still concerns about delivery vehicles blocking access at various times of the day. It was agreed to correspond with the Trust and local businesses</p>	<p>Clerk</p> <p>Cllr Smith/Clerk</p> <p>Cllr Ayton-Smith/Clerk</p>
240111/8	Playground Inspections: A quote had been received for repair works to the playground equipment. The zip wire had been taken out of use at the recommendation of the supplier. The quote was felt to be high. The clerk was asked to see if this could be lowered but it	<p>Clerk</p> <p>Clerk</p>

	was agreed that the work could be carried out alongside the warranty work up to the quoted budget of £1516	
240111/9	War Memorial: Cllr Smith and Cllr Friend had obtained prices for oak posts and chains to surround the War Memorial. A budget of up to £400 was agreed.	Cllr Smith/Cllr Friend
240111/10	Village Waste Bins: The clerk had obtained quotes for wooden slatted bins for the playground and the entrance to Church Lane. After some discussion it was agreed to purchase a green plastic bins with lids. Clerk to circulate quotes via email for decision.	Clerk
240111/11	Emergency Plan- no progress.	
240111/12	Parish Council Communications: Cllrs Smith and Ayton-Hill outlined subjects for the possible residents questionnaire. It was agreed that separate questionnaire be created for businesses in the parish. Cllr Smith and Ayton Hill would finalise the content for discussion at the March meeting	Cllr Smith/Cllr Ayton-Hill
240111/13	Parish Governance Review: the role of the Parish Council was discussed. It was agreed that opinions would be canvassed from the planned residents questionnaire. The item would be added to a future agenda.	
240111/14	Planning applications: No matters to consider	
240111/15	Finance: I. To approve current statement of accounts and bank reconciliation (as circulated): this was approved. II. To approve payments and note receipts: these were approved as circulated. Cllr Smith asked if the finance reports could be included in the published minutes. This was agreed III. 2024-25 Budget and precept: A revised break-even budget had been circulated showing requirement for 2024-25. A precept of £4805 was approved. The Clerk would submit.	Clerk
240111/16	Matters For Information: Cllr Tony Allcock said that he would be resigning following the meeting due to a number of personal commitments. A letter of resignation would be sent to the Clerk. He had written to residents thanking them for their support for the Village Xmas tree event. Cllr Friend agreed to take over responsibility for the noticeboard. Vice Chairman Cllr Gardner said he would chair the March meeting. The Chair would be elected at the annual meeting in May and councillors were asked to consider if they would be willing to stand. The councillor vacancy would be advertised. Cllr Gardner gave a vote of thanks to Cllr Allcock for his work on the council and as Chair.	Clerk
240111/27	The Chair closed the meeting at 8.45 p.m. The next meeting would be held on Tuesday March 19th 2024	

Approved By _____

Date _____

Guiting Power Parish Council

Payments/Receipts to be noted and approved at

January 11th 2024 Meeting

Date Paid*	Amount	Payee	Purpose	VAT to be re-claimed
	130	HMRC	3 rd quarter	N
	598	Clerk	3 rd quarter	N
Date	Amount	Receipt	Purpose	

Approved By _____

Date _____

			Guiting Power Parish Council 2023-24						
			Accounts						
			1st April 2023 to 31st March 2024						
Paid	Minute No	Payee	Memo details	Credit	Debit	Balance	VAT CLAIM	Power/S137	Detail/notes
			BALANCE BROUGHT FORWARD 31/03/23			7330.00			
14.4.23	230517/15ii	Clerk	Salary Jan-March 2023		598.00	6732.00		LGA 1972, 151	
14.4.23	230517/15ii	HMRC	Final quarter		130.00	6602.00			
14.4.23	230517/15ii	GAPTC	Annual subscription		81.02	6520.98			
27.4.23	230517/15ii	CDC	75% precept	3269.00		9789.98		Local Government Finance Act S1130	Bank Reconciled 17.5.23
23.05.23	230517/15ii	HMRC	VAT Reclaim	368.52		10158.50			
30.5.23	230517/15ii	Community Heratbeat	Defib		14.40	10144.10	2.40	Public Health Act 1936 s234	
30.5.23	230517/15ii	Dawn Rimmer	Donation to newsletter		61.12	10082.98		LGA 1972, 142	
30.5.23	230517/15ii	Playsafety	Annual inspection		94.20	9988.78	15.70	LGA 1972, 14 (27)	
30.5.23	230517/15ii	Community First	Annual insurance		448.17	9540.61			
30.5.23	230517/15ii	Village Hall	Meeting Room hire		120.00	9420.61		LGA1972, 12, 23	Bank Reconciled 19.07.23
21.7.23	230719/16ii	PATA Payroll	Annual payroll charge		61.00	9359.61			
21.7.23	230719/16ii	Clerk	Salary April-June		702.85	8656.76		LGA 1972, 151	
21.7.23	230719/16ii	HMRC	First quarter		130.00	8526.76			
11.8.23	DP	GAPTC	Audit fee		180.00	8346.76			
21.9.23		CDC	25% precept	1089		9435.76		Local Government Finance Act S1130	Bank reconciled 28.9.23
9.10.23	231004/9	Playsafety	Inspection checklist		36.00	9399.76			
9.10.23		Clerk	Salary July-September		598.00	8801.76			
9.10.23		HMRC	Second quarter		130.00	8671.76			
9.10.23	231004/10	Social Group	Goalpost donation	500		9171.76			
9.10.23	231004/10	Guiting Power Trust	Goalpost donation	500		9671.76			
25.10.23	231004/10	Constables Piece	Goalpost Donation	290		9961.76			
26.10.23	231004/14	Community First	War Memorial Insurance		105.90	9855.86			
26.10.23	231004/10	Mark Harrod Sports	Purchase of goalpost		1548.19	8307.67	258.03		Bank Reconciled 31.10.23
01.11.23	231115/18	RBI Wreath	Reimbursemnt to S Wallis		50.00	8257.67			
4.12.23	231115/18	GAPTC	Training		50.00	8207.67			
4.12.23	231115/18	Parish Newsletter	Printing		51.06	8156.61			Bank Reconciled 31.12.23
Total				6016.52	5189.91	8156.61	276.13		

Budget 2023-2024

Forecasted Final Position 2023-2024

Title	2023-24	Apr - Sept	----- Forecast -----						2023/24	
INCOME	Budget	Actual	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL	Variance
Parish Precept	4,358.00	4,358.00	0.00	0.00	0.00	0.00	0.00	0.00	4,358.00	0.00
Grants	0.00	0.00							0.00	0.00
TOTAL	4,358.00	4,358.00	0.00	0.00	0.00	0.00	0.00	0.00	4,358.00	0.00

Grounds Maintenance	Budget	Actual	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL	Variance
Asset Maintenance/Playground	100.00	0.00							0.00	100.00
Defibrillator	165.00	14.00							14.00	151.00
SUB TOTAL	265.00	14.00	0.00	0.00	0.00	0.00	0.00	0.00	14.00	251.00

Administration	Budget	Actual	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL	Variance
Clerk Payroll including HMRC	3,600.00	2,184.00			850.00				3,034.00	566.00
Clerk expenses	50.00	104.00							104.00	-54.00
Room Hire	125.00	120.00							120.00	5.00
Clerk/Councillor Training	100.00	0.00							0.00	100.00
Audit Fee	140.00	180.00							180.00	-40.00
SUB TOTAL	4,015.00	2,588.00	0.00	0.00	850.00	0.00	0.00	0.00	3,438.00	577.00

Other	Budget	Actual	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL	Variance
Subscriptions	150.00	82.00							82.00	68.00
Wreath	50.00	0.00	50						50.00	0.00
Newsletter	75.00	60.00							60.00	15.00
Annual assembly	50.00	0.00							0.00	50.00
Insurance renewal	450.00	554.00							554.00	-104.00
SUB TOTAL	775.00	696.00	50.00	0.00	0.00	0.00	0.00	0.00	746.00	29.00

Total Income/Expenditure	Budget	Actual	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL	Variance
Income	4,358.00	4,358.00							4,358.00	0.00
Expenditure	5,055.00	3,298.00	50.00		630.00				4,198.00	857.00
SUB TOTAL	-697.00	1,060.00	50.00	0.00	630.00	0.00	0.00	0.00	160.00	857.00

Earmarked Reserves	Budget	Actual	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL	Variance
Balance Brought Forward	7,330.00	7,330.00							7,330.00	
SUB TOTAL	7,330.00	7,330.00	0.00	0.00	0.00	0.00	0.00	0.00	7,330.00	

Balance YE 2024		8,390.00	-50.00	0.00	-850.00	0.00	0.00	0.00	7,490.00	
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2024-2025
Proposed Budget
4805
0
4,805.00
Proposed Budget
250
100
350.00
Proposed Budget
3260
110
75
75
100
3,620.00
Proposed Budget
100
50
75
50
560
835.00
Inc/Ex
4,805.00
4,805.00
0.00
EOY Balance
7,490.00
7,490.00
7,490.00