

SYRESHAM PARISH COUNCIL

Parish Office
Village Hall Meeting Room
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NN13 5HE



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MEETING OF SYRESHAM PARISH COUNCIL

held on **Wednesday 31st July 2024**

at 7.30pm in the Village Hall Meeting room, Main Road, Syresham, NN13 5HE

Draft Minutes

Present: Cllr D Dunkley (DD) (Chair), Cllr I Draper (ID) (Vice Chair), Cllr C Munsey (CM),
Cllr D Green (DG), Cllr H McIver (HM), Cllr D Cranwell (DC)
Nichola Ali (NA) (Clerk and RFO to the Council)

0 members of the public present

24/083 To **NOTE APOLOGIES** for absence.

Apologies received and **NOTED** from Cllr R Woolley & Ward Cllr D Bambridge.

24/084 To receive and approve for signature the **minutes** of the meeting held on Wednesday 26th June 2024.

RESOLVED

24/085 To receive **DECLARATIONS OF INTEREST** under the Council's Code of Conduct related to business on the agenda. **(Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business.)**

Received from CM regarding item number **24/089**

24/086 PUBLIC PARTICIPATION SESSION. An opportunity for the public to address the Parish Council on issues on the agenda or to raise issues for future consideration at the discretion of the Chairman. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representation through the Chairman of the meeting. Once the public participation session has ended, members of the public may not take part in the meeting.

None present.

24/087 To receive the **REPORT from Cllr Dermot Bambridge**, Ward Councillor Silverstone Ward, WNC.

Cllr D Bambridge was not present at the meeting; no report was received.

24/088 To consider the following **PLANNING** Applications:

Application Number	Details	Location
2024/2451/FULL	Dropped kerb for vehicle access. Deadline for comments: 06/08/2024 Link to application: https://wnc.planning-register.co.uk/Planning/Display/2024/2451/FULL?cuuid=14C608C2-CFBB-44F6-AF42-62B01BAD2B01	New House 10 Abbey Road Syresham NN13 5HW

RESOLVED - No Objections

24/089 FINANCE.

I. To **APPROVE** the following payments:

Payee	Amount	VAT	Cheque No	Details	Power
HMRC	£95.86	£0.00	Direct Debit	PAYE-Employer's NI payment July 2024	LGA 1972 s112 (2)
Scribe Accounts	£34.00	££6.80	Direct Debit	Monthly Subscription – accounts software	LGA 1972 s111 (1)
Parish Clerk	£1082.88	£0.00	BACS	Salaries (Month 4) incl. WFH allowance	LGA 1972 s112 (2)
DM Payroll Services	£96.00	£0.00	BACS	Payroll set up fee and fees April - September 2024	LGA 1972 s111 (1)
C Munsey	£164.18	£0.00	BACS	Reimburse C Munsey for PC contribution to History Society D Day Event.	LGA 1972 s145
Nest	£32.40	£0.00	Direct Debit	Pension Contributions July	LGA 1972 s112 (2)

II. To **NOTE** the following payments:

Payee	Amount	VAT	Cheque No	Details	Power
Bluebell	£14.95	£2.99	Direct Debit	Telephone Line Rental	LGA 1972 s111 (1)
Pawson Tree Care	£850.00	£170.00	BACS	Tree works 3 rd July	Open Spaces Act 1906 s10
Unity Trust Bank	£18.00	£0.00	Automatic	Bank Acc Charges 5/3/24 – 3/6/24	LGA 1972 s111 (1)
RoSPA Play Safety	£122.00	£44.00	BACS	Equipment inspection	Open Spaces Act 1906 s10
NPOWER	£185.18	£9.26	Direct Debit	Electricity Consumption 01.04.24 – 30.06.24	Parish Councils Act 1957 s3

III. Bank balances for approval

Unity Current Account: £3,066.38 Unity Savings Account: £23,819.92

Unity Reserve Acc: £18,458.22 Equals Card: £398.43

IV. To note transfer of funds of £1500 from savings acc to current acc.

V. To note VAT refund received for 2023/24 £1,064.79

- VI. To note bank reconciliation dated 01/07/24
- VII. To give the Clerk/RFO delegated authority to make payments due between 31.07.24 to 25.09.24

RESOLVED: The above finances were **APPROVED** and delegated authority was given to Clerk/RFO to make payments due between 31.07.24 to 25.09.24

24/090 ANNUAL LEAVE – To **NOTE** the clerk will be unavailable due to annual leave: week commencing 12th Aug and 2nd Sept. Please contact the Chair for any urgent matters.

NOTED

24/091 EMAILS – To **APPROVE** changing emails from Rackspace to Microsoft 365 (email addresses will remain). Councillors and Clerk finding Rackspace not very user-friendly. The yearly cost for 10 licences is: Rackspace at £350 vs Microsoft 365 at £850.00. This would mean no need to get Microsoft subscription next year which costs approximately £59.99 per year. As we purchased the licence's part way through the year, moving to Microsoft would mean an additional payment would be required of £320+ VAT for the remainder of this year with £850 due on renewal next year (March 2025).

RESOLVED

24/092 PARKING RESTRICTION - Discuss the request for parking restriction outcome following signatures gathered by resident.

RESOLVED: It was agreed that the Parish Council would apply for parking restriction of a double yellow line on the High Street on behalf of the residents.

24/093 Office Shredder - Approve clerk to purchase office crosscut shredder (up to the value of £200.00) for confidential paperwork.

RESOLVED

24/094 REPLACEMENT PART SWINGFIELD (TRAIN) - To **APPROVE** the cost of replacement part for train cap cover £37.34 + VAT (Please note this is for a set of 10 and costs are high due to shipping costs of £32.00)

RESOLVED

24/095 OTHER INTERNAL REPORTS.

1. To receive **Swingfield Report** from RW for most recent inspection
2. To Receive **Police Liaison** report from DC

NOTED

24/096 To **APPROVE** and adopt new Code of Conduct.

RESOLVED: It was agreed that the new Code of Conduct would be accepted and adopted by the Parish Council.

24/097 CORRESPONDENCE – Email received regarding residents concerned about speeding along Abbey Road.

RESOLVED: The email was **NOTED** and it was agreed that the parish council would look into requesting a 20MPH speed limit throughout the village. Parish Council will also look into requesting the closure of the slip road on Abbey Road which might help reduce the speed of vehicles entering the village.

24/098 Roundabout – Wicksteed have provided a maintenance sheet for instructions on how to clear any debris from the bearings and apply oil. This should fix the current issues regarding difficulties with pushing the roundabout round. Need a volunteer/s to carry this out. Wicksteed are checking warranty information on wet pour re sunken surface level and we are waiting to hear back if the cost of repairs are covered or if we need to pay for this.

RESOLVED: Update was **NOTED** and DG volunteered to carry out maintenance on the roundabout.

24/099 To **APPROVE** Clerk joining the SLCC (Society of Local Council Clerks). The SLCC have over 5k members; providing legal and financial advice, training and support, free counselling service and access to over 700 document templates as well as updates on sector news. They work in partnership with NALC who said, “your clerk and council benefit if the clerk is a member of the SLCC”. Joining fee of £12.00 and yearly subscription membership cost £183.00.

RESOLVED

24/100 To **NOTE** Councillor Resignation.

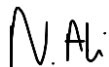
NOTED

24/101 Syresham Times – **CM** items for Syresham Times.

RESOLVED

DATE OF NEXT MEETING Wednesday 25th September 2024.

Meeting Closed at 8.04pm



Nichola Ali
Syresham Parish Clerk

email: parishclerk@syreshamparishcouncil.gov.uk

Please note, this is a public meeting and you may be filmed, recorded and published. Copies of all council papers are available to download at www.syreshamparishcouncil.gov.uk