



## Hapton Parish Council

**Monday, 11<sup>th</sup> January 2021**

**Present:** Councillor Downham (in the Chair) and Councillors Differ, Fowkes, Greenwood, Hayley and Lakeland.

**Others:** Steve Watson (Clerk).

### Parish Council Agenda

Councillor Downham opened the meeting and welcomed everyone.

	Action	By
<b>20/21/060 Apology for absence and reasons given</b>		
There were no apologies for absence.		
<b>20/21/061 Declarations of Disclosable Pecuniary Interest / Code of Conduct</b>		
There were no declarations of disclosable pecuniary interest.		
<b>20/21/062 The meeting would be adjourned for Public Participation.</b>		
<b>RESOLVED: That the meeting would be adjourned to welcome comments from members of the public.</b>		
There were no public questions submitted.		
There was no Police report.		
There was no County or Borough Council reports.		

<b>20/21/063</b>	<b>The meeting was formally re-convened for business</b>		
<b>20/21/064</b>	<b>Minutes of the virtual meeting held on the 9<sup>th</sup> November 2020.</b>		
	The minutes of the last meeting were submitted for approval as a correct record.		
	<b>RESOLVED: That the Minutes of the virtual Parish Council meeting held on the 9<sup>th</sup> November 2020 are approved as a correct record and will be signed at the next physical Council meeting.</b>		
<b>20/21/065</b>	<b>Matter Outstanding as listed</b>		
	The camera is not working and a quote for a new camera is to be requested from the Lengthsman. There quotes for the new pathway have been sent to Burnley Borough Council. A black 4x4 is tearing up the grass and a new camera could be used to get a registration number.	Camera Pathway	HK TB
<b>20/21/066</b>	<b>Updates</b>		
	<b>Update on Events</b>		
	There were no updates.		
<b>20/21/067</b>	<b>Councillor Reports including reports from representatives of outside bodies</b>		
	<b>Community Centre</b>		
	A colour chart has been obtained.	Colour	JL
<b>20/21/068</b>	<b>Lengthsman</b>		
	Tree pruning is to be carried out on 3 allotments. Tree planting has been delayed due to covid and allotment fence repairs are to be priced up.		
<b>20/21/069</b>	<b>Allotments</b>		
	A letter for none payment is to be sent to plot C2. He has been contacted about payment but has ignored requests. It was agreed that is payment is not made by the end of the month the tenancy will be terminated. If terminated he will also be told to remove the shed. There are 2 on the waiting list and there were no maintenance issues.		
<b>20/21/070</b>	<b>Planning</b>		
	It was agreed to delegate responses on planning applications to the Clerk following an email to all Councillors. The cattle shed application has been responded to.		

<b>20/21/071 Finances</b>				
The following invoices were tabled.			Bill's for payment:	
1. Clerk's Salary – (Standing Order) Paid	£216.13	S/O Paid		
2. Clerk Pay rise 2020 x 2	£26.08	100678		
3. HMRC Clerk Tax	£57.29	100679		
4. PKF Littlejohn LLP	£48.00	100680		
<b>1.2 Income</b>				
10.2.1 Allotment rent		£170.00		
10.2.2 Allotment Deposit		£60.00		
March Bank Balances – Fundraising Account		£12,464.65		
Expenses Account		£26,524.46		
Environmental Account		£3,800.00		
TOTAL		£42,789.11		
The Budget Monitoring Report, Bank Reconciliations payments and receipts were noted. The Bank balances were also noted.				
<b>Resolved: That the above bills are paid and the monitoring reports are noted.</b>				
The Proposed budget was considered as well as the Precept. The approved budget is attached.				
<b>Resolved: That the Proposed Budget is approved and the Precept remains at £15,000.</b>				
<b>20/21/072 Clerk's Report including Correspondence</b>				
The Clerk's report was noted.				
<b>RESOLVED: That the Clerk's Report is noted.</b>				
<b>20/21/073 Visual Audits</b>				
The path through Brett's field is still outstanding and the footpath is getting worse. The Chair is to contact Brett for a delivery day for the gravel. It was suggested the Lengthsman could lay the gravel.			Contact	TB
<b>20/21/074 Date of next meeting</b>				
Date of the next meeting Monday 8 <sup>th</sup> February 2021 at 7:00pm.				

Proposed Budget  
2021-22

Income

Expenditure

Precept	£15,000.00	1	Professional Fees	Insurance	£ 275.00	
Maintenance Grant	£ -	2		Audit	£ 150.00	
Allotment rents	£ 2,200.00		Subscriptions	Subscriptions	£ 450.00	
Events Income	£ -		Administration	Clerk Salary	£ 3,505.00	
Firework Sponsorship	£ -			Stationery	£ 250.00	
Electricity NW	£ 24.00			Web Site	£ 14.00	
			Allotment Maintenance	Maintenance	£ 500.00	
			Projects	Summer Event	£ 2,000.00	3
				Bonfire Event	£ 1,500.00	4
				Christmas Event	£ 400.00	
				Misc Projects	£ 700.00	
				Remembrance Day	£ 100.00	
			Lengthsman Scheme	Labour	£ 5,760.00	
				Materials	£ 2,000.00	
				Administration	£ 720.00	
				Additional Hours	£ 900.00	
			Reserves		-£ 2,000.00	5
<b>Total Income</b>	<b>£17,224.00</b>		<b>Total Expenditure</b>		<b>£ 17,224.00</b>	

Income/Expenditure		£ -
--------------------	--	-----

1. Precept to remain the same
2. reduced Maintenance Grant
3. Increase for bigger event
4. Increase for bigger event
5. use £2,000 from reserves