

# **Normanby by Spital Parish Council Meeting**

**7<sup>th</sup> July 2025 19:30**

## **St Peter and St Paul Church, Owmbly By Spital**

### **NOTES**

Present Cllrs Baines, Creek, Elliott, Moulson, Turner

Meeting commenced at 7.30pm

No public in attendance

Chaired by Cllr Elliott – nominated Cllr Creek and Seconded by Cllr Moulson

#### **38/2025 To receive reports from County & District Councillors, if present**

Non Received

**39/2025 Apologies for Absence - To receive and accept apologies where valid reasons for absence have been given to the Parish Clerk prior to the meeting.** Cllrs Firth and Widdison sent their apologies and they were accepted.

**40/2025 Formal Co-option of Councillor** – Cllr Turner was proposed Cllr Elliott, Seconded Cllr Moulson and then welcomed to the council.

**41/2025 To receive declarations of interest under the Localism Act 2011 – being any pecuniary interest in agenda items not previously recorded on Members' Register of Interests and any written requests for dispensation** Non Received

**42/2025 To approve as a correct record the notes of following meetings of the Parish Council and to authorise the Chairman to sign the official minutes**

- a. Meeting held on 12 May 2025 - RESOLVED
- b. Extra Ordinary Meeting Held on 9 June 2025 - RESOLVED

**43/2025 Planning Applications - Bayles House, Mill Lane – NOTED**

#### **44/2025 Personnel Committee – To appoint representatives to the committee (3 required)**

Cllrs Baines, Elliott and Moulson – appointed.

#### **45/2025 Finance and Audit Committee – To appoint representatives to the committee (3 required)**

Cllrs Elliott, Firth and Turner – appointed.

#### **46/2025 CPC**

- To appoint committee representatives (2 Required) – Cllrs Moulson and Turner appointed- Cllr Creek was thanked for his contribution over the past few years.
- Grant funding –
  - i. To note recent applications
    - 1. Application submitted to Bupa for funding for a gate
    - 2. Further funding is available from WLDC – agreed to submit for a climbing frame.

- ii. Events Update – None planned
- iii. H&S Update
  - Action point for clerk – seek quotes for assessing the Ash Tree at the edge of the park.
  - Benches are still requiring bases and securing. – 4 required.
- iv. Children climbing and jumping on the roof of the shelter is causing it to bow. Notices published to warn children of the dangers.
- v. Accounts Update – Accounts information was shared.

**47/2025 Neighbourhood Plan – Update from Working Group** – No longer going ahead due to the withdrawal of funding by the present government. Cllr Elliott to provide notice for the Signpost.

#### **48/2025 Policies –**

CPC Terms of Reference - Resolved  
 Equality Policy – Resolved  
 Financial Regulations – Resolved  
 Health and Safety - Resolved  
 Personnel Committee ToR - Resolved  
 Risk Management Policy – Resolved  
 Volunteering - Resolved

#### **49/2025 Finance Matters**

To approve the payments as shown - RESOLVED

##### **Bank Rec for Meeting July 2025**

01/07/2025

Balance of bf £15,020.96

##### Receipts

Vat Return (72.46)	HMRC	£72.46
Half Share school hire	Opc	£35.00
	<b>Total</b>	<b>£107.46</b>

bf £15,128.42

##### Expenditure

Grass Cutting March	OPC	£255.00
Cemetery Rates	OPC	£111.04
School Hire	LCC	£70.00
Defib Contract	WLDC	£110.00
Insurance	Zurich	£178.19
Audit	D Harford	£50.00
Donation	CPC	£300.00
Pay May 2025	Clerk	£267.60
Service Change	Unity	£6.00
Pay June 2025	Clerk	£267.60
Service Change	Unity	£6.00
	<b>Total</b>	<b>£1,621.43</b>

bf £13,506.99

##### Payments Pending Action

PAYE Mths 1-3	HMRC	£193.20
April Grass	OPC	£255.00

May Grass	OPC	£255.00
June Grass	OPC	£255.00
	<b>Total</b>	<b>£703.20</b>

Overall Total Exp	<u>£2,324.63</u>
-------------------	------------------

cf £12,803.79

Vat Reclaim to date

£56.53

b. To resolve to continue with D Harford as Auditor. RESOLVED

### 13. 50/2025 Proposed forthcoming meetings

- Monday 1<sup>st</sup> September – APOLOGIES FROM Cllr Moulson
- Monday 3<sup>rd</sup> November

Meeting closed 20:12