

Normanby by Spital Parish Council Meeting

7th 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

39/2025 To receive reports from County & District Councillors, if present

Non Received

40/2025 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.

41/2025 Formal Co-option of Councillor – Cllr Turner was proposed Cllr Elliott, Seconded Cllr Moulson and then welcomed to the council.

42/2025 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

43/2025 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

44/2025 Planning Applications - Bayles House, Mill Lane – NOTED

45/2025 Personnel Committee – To appoint representatives to the committee (3 required)

Cllrs Baines, Elliott and Moulson – appointed.

46/2025 Finance and Audit Committee – To appoint representatives to the committee (3 required)

Cllrs Elliott, Firth and Turner – appointed.

47/2025 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.

48/2025 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.

49/2025 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

50/2025 Finance Matters

To approve the payments as shown - RESOLVED

Bank Rec for Meeting July 2025

01/07/2025

Balance cf bf £15,020.96

Receipts

Vat Return (72.46)	HMRC	£72.46
Half Share school hire	Opc	£35.00
	Total	£107.46

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
	Total	£1,621.43

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
	Total	£703.20

Overall Total Exp	<u>£2,324.63</u>
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cf £12,803.79

Vat Reclaim to date

£56.53

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

51/2025 Proposed forthcoming meetings

- Monday 1st September – APOLOGIES FROM Cllr Moulson
- Monday 3rd November

Meeting closed 20:12