



Stainland and District Parish Council  
**50th Ordinary Meeting**  
**Minutes**

15<sup>th</sup> December 2022

Minutes taken by Laura White-Scott Parish Clerk & RFO

	Item
22.50.01	To note the apologies and accept the reasons for absence or lateness. Resolved there were no apologies received.
22.50.02	To accept the minutes of the Full Council Meeting held on 24 <sup>th</sup> November 2022. Resolved to accept the previous minutes.
22.50.03	To receive Parish Councillors' declarations of interest. Resolved there were no declarations received.
22.50.04	Public Participation. An opportunity for members of the public to address the Parish Council on any issues concerning them within the Parish. Resolved that no members of the public were present.
22.50.05	To receive reports from the Chairman, Committees and Councillors: <ul style="list-style-type: none"><li>• Chairman Cllr Fieldhouse thanked all for their hard work this year and reviewed projects completed this year.</li><li>• Environmental Committee Shaw Park Pond has been cleared; management of the pond is ongoing. This work was completed within budget. Allotment progress is being made, we are now awaiting solicitors' guidance and contracts to be drawn up. CAT Steps- Parish Clerk has sent a letter to landowner to engage support on project. Toddler Play Area – CMBC have stated that they anticipate the work to complete by May 2023. Orchard -Trees are due for delivery mid-January. It was noted that the trees can be donated/sponsored by members of the public at £25 per tree. Cllr Knight to work on comms for website and social media. Grit Bins- CMBC have informed that we need permission from landowners to use the land. Cllr Booth will contact the landowner, Cllr Fieldhouse will continue to work with CMBC to arrange delivery of the bins. Garage – Awaiting laying of the concrete base in new year. Walking Bus- Awaiting update from CMBC for insurance on walking bus scheme. 2023 Projects – Brainstorming session has been completed and quotes are to be obtained. Wildflower meadow- Cllr Fieldhouse will enquire on progress with CMBC parks team.</li></ul>

	<ul style="list-style-type: none"> <li>• Communications Committee Cllr Knights updated on meeting that had taken place earlier.</li> <li>• Asset Management Committee No progress this cycle awaiting on CMBC planning application which was submitted 7/11/22</li> <li>• Policy &amp; Finance Committee There was no meeting this cycle</li> <li>• Planning Committee Resolved there were few planning applications this month and no meeting this cycle.</li> <li>• Staffing Committee – Including an update on Training for this cycle. No meeting this cycle, It was resolved that Cllr Bottomley and Cllr Lyness-Brown to join committee.</li> </ul>		
<b>22.50.06</b>	To receive an update on the walking bus scheme It was resolved that we are awaiting update from CMBC for insurance on walking bus scheme. Cllr Lyness-Brown attended a transport meeting with Tracy Brabin on 5/12/22. Parish Clerk to find minutes from CMBC.		
<b>22.50.07</b>	To discuss the warm hub for the community through winter and the feedback received on possible usage. Resolved that the warm hub is not a viable option for the Parish council to facilitate. Parish Resolved the Clerk to let the Church know that we will not pursue this project. Resolved the Clerk to collate list of local warm hubs and publish.		
<b>22.50.08</b>	To discuss grant applications which we plan to make. Resolved that the clerk & Cllr Booth plan to make applications to various providers for the community centre refurb.		
<b>22.50.09</b>	To discuss the 2022/23 precept Resolved to defer till January 2023 when we have clarity from CMBC finance team on the council tax base rate.		
<b>22.50.10</b>	To discuss the 2022/23 Budget Resolved to defer till January 2023 when we have project costs from all committees. Resolved that project costs for 2023 are to be sent to the Clerk ahead of P&F meeting on 18 <sup>th</sup> January.		
<b>22.50.11</b>	To discuss Microsoft 365 Resolved that we could be saving upto £400pa on Microsoft licences with other providers. Clerk to explore options and return to committee in January.		
<b>22.50.14</b>	To receive financial reports for the current month, including payments made by the committees during November 2022  Resolved to accept reports presented by the clerk and the following transactions approved.		
		Debit Amount	Credit Amount
Transaction Date	Transaction Description		
4.11.22	Staff Wages	977.34	
4.11.22	AXO Leisure	5280.00	
7.11.22	Smart Pension	18.00	

7.11.22	CMBC Planning	263.20	
14.11.22	Go Local	120.00	
14.11.22	Dencroft garages	900.00	
14.11.22	Milk- Remembrance day- J BOOTH	3.10	
14.11.22	Paper – L White	7.00	
14.11.22	Refreshments – Remembrance Day L White	4.00	
14.11.22	Plants – L Fieldhouse	40.00	
14.11.22	Plants – L Fieldhouse	64.50	
14.11.22	Plants – L Fieldhouse	17.99	
14.11.22	Sunflower gardening services	100.00	
16.11.22	National Allotment Society Membership	66.00	
23.11.22	Vodafone	13.06	
29.11.22	Remembrance Wreath LWHITE	20.00	
29.11.22	Staff Wages	1422.91	
29.11.22	RV Roger Tree Order	348.00	
29.11.22	Tommy Topsoil - Bark	246.50	
29.11.22	Town Parish Audit	155.00	
30.11.22	AM Cook Website Hosting	85.41	
		<b><u>£10,278.32</u></b>	
<b>22.50.15</b>			
	To receive any Correspondence Resolved no correspondence received.		
<b>22.50.16</b>			
	To agree agenda items for the next meeting. Standard items, Precept and Budget. Resolved to send further agenda items to clerk ahead of the meeting.		
<b>22.50.17</b>			
	Date of Next Meeting  26 <sup>th</sup> January 2023		