

Minutes of the Extraordinary meeting of Kelfield Parish Council held at the Kelfield Village Institute on Monday 7 December 2021.

Present Cllr T Bell, Chairman in the Chair, Cllrs N Drayton, S Lister, R Bramley and G Little
The Clerk.
No members of the public.

1 APOLOGIES FOR ABSENCE

1.1 Apologies; Cllrs R Gascoyne and S Finn

2 DECLARATIONS OF INTERESTS NOT ALREADY REGISTERED/DISPENSATION REQUESTS

None.

3 TO RECEIVE THE STATEMENT OF ACCOUNTS TO 30 NOVEMBER 2020

3.1 Statement of Income and Expenditure

Due to a delay in receiving the November bank statements, it was proposed and seconded that the clerk circulates the statement of account and balances up to 30 November to councillors after the meeting – *circulated 13 Dec 2021*.

3.2 Balances

Agreed that *the current balances in all accounts to date (until 31 October) be noted*.

4 BUDGET CONSIDERATIONS 2022-23

4.1 *The following items were proposed and met general consensus that they be included in the budget for 2021-22.*
Section 137 payments

	Proposed 2022-23 £
Armistice Day wreath	17.00
SDC Chairman's Charity	25.00
Village Projects	2050.00
Other Village Grants	0.00
Stillingfleet Church	300.00
ENS Benefice	25.00
No42 Bus Service subsidy	150.00
Other	-

4.2 *The following items were proposed and met general consensus that they be included in the budget for 2022-23*

	Proposed 2022-23 £
Chairman's Allowance	50.00
Internal Auditor	75.00
External Auditor	0.00
The Information Commissioner	40.00
Street lighting Eon/Npower	2500.00
Street lighting maintenance	£1200.00
Mandatory Electrical Test (6 yearly)	
Capital Projects (LED replacements)	
Payroll services	£250.00
Web hosting fee	130.00
Kelfield Emergency Plan equipment	0.00
Village maintenance charges	900.00
YLCA and NALC Subscription	140.00
Contingency	50.00

Please note:

1) Amounts are excluding VAT.

2) Capital projects (LED replacements) are based on current works carried out and projected work required up to end of 2021-22. Works in 2021-22 are invoiced and paid from 2022-23 budget.

4.3 Street lighting

Due to increases in energy prices and merger of Eon Business with Npower Business Solutions, it was proposed and seconded to increase the street lighting electricity budget to £2,500 for 2022-23. It was proposed and seconded to look at any costs savings associated with timed lighting for any new LED bulbs to be fitted.

4.4 Loans, Capital spending and Other considerations

Staged replacement of SOX street light lanterns to LED lanterns, as advised by NYCC. Expected replacement of one LED bulbs in 2021-22, to be invoiced 2022-23.

Capital projects such as the road safety improvements have been delayed are now expected to be carried out by the end of 2021-22, but it was agreed and proposed at the meeting to move the payment of such works to the **2022-23 budget**, when the invoice is expected.

4.5 Rents

Allotment, grazing rents and cricket club rents will remain the same.

4.6 Other income / Balances

Parish Council's have traditionally been recommended by the District Auditor to maintain a minimum balance equivalent to six month's precept. But in the 2018-19 YLCA White Rose Update it stated that "It is generally accepted that general (ie unmarked) revenue reserves usually lie within the range of three to twelve months of gross expenditure. It is expected that due to rising general costs and the increasing street lighting costs, the end of year balance is depleting each year and may fall below this recommendation by the end of 2022-23.

5 PRECEPT FOR 2022-23

It agreed by Councillors that the Rate Levy set for 2022-23 should be raised in order to part meet some of the rising demands on the Council's finances. This results in a Precept of £6,000.00, this sum being divided by 171.24 Band D equivalent properties in the parish for 2022-23, resulting in a Council Tax Levy of £35.04 per household per annum. It having been moved and seconded, it was Resolved: *that the Council set a Precept of £6,000.00 for the year 2022-23.*

6 Online banking application

It was proposed and seconded to complete and sign the form to switch to online banking.

7 ACCOUNTS FOR PAYMENT

Having been moved and seconded, it was resolved that the following accounts be paid;

S Gibson December 2021 Salary	As agreed
Information Commission Data Protection Fee	40.00
Branches Out Hedge Cutting	250.00
NEST Pension DIRECT DEBIT Nov 2021	13.44
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HMRC Q3 DIRECT DEBIT (Months 7 to 9, Oct, Nov, Dec 2021)	115.20
Sub-total	<u>578.00</u>

8 Sandbags

- 8.1 It was agreed that Cllr N Drayton would follow up about the location of sandbags, depending on whether the sand bags are delivered pre-filled bags.

9 Christmas Lights

- 9.1 Thanks to Cllrs Drayton and Bramley for putting up the Christmas tree lights in the village.

10 Planning Applications

Applications

- 10.1 (2021/1067/HPA) Villino, 3 Lakeside Mews, Riccall Lane. - Erection of detached double garage
The parish council has *no objections*.

Awaiting decision

- 10.2 2021/1295/REM Yew Tree House, Main Street, Kelfield - Reserved matters application including access, appearance, landscaping, layout and scale for the erection of 6 No dwellings
Following correspondence from a parishioner, it was agreed to re-submit the parish council's comments on the above application, which are no longer showing on the planning portal. *Kelfield District Council supported the original application to demolish Yew Tree House and erect 6 new dwellings on the site. However, it does not support the 'new' retention of Yew Tree House on this revised application".*
- 10.3 2021/1254/HPA The Willows, Moor End, Kelfield - Erection of single and two storey extensions to existing detached bungalow to create additional living accommodation
- 10.4 2020/0502/FULM Planning application consultation Brickyard Cottages Riccall Lane Kelfield - Erection of new site utility sheds and garage, new disabled toilet together with 5No log cabins
- 11 **Date of next meeting**
Monday 10 January 2022 at 7.30pm at the Kelfield Village Institute.

*The Parish Council may, by resolution, exclude the press and public whenever publicity would be prejudicial to the public interest by reason of the nature of the confidential business to be transacted, in accordance with Section 100(4) of the Local Government Act 1972, if there will be disclosure of exempt information as defined in Section 100(1) of the Act as described in paragraph 3 of Part 1 of Schedule 12(A) of the Act.