

# SEVENHAMPTON PARISH COUNCIL

## Draft minutes

of the meeting held at Brockhampton Village Hall  
on January 20<sup>th</sup> 2025 at 7.30pm

1.	Welcome from Chair of Council
2.	Attendance recorded as Parish Councillors' Lynne Jackson, Harry Boyd, Gordon Day, Kathy Haig and Nicola Edmondson County Councillor Paul Hodgkinson & 6 members of the public
3.	Apologies received, accepted and recorded from Parish Councillor Emma Lanfear and Parish Councillor Matthew Cain District Councillor Jeremy Theyer did not attend
4.	There were no Declaration of Interest for matters on the agenda
5.	Public session, members of the public in attendance were invited to speak to the Council and after the public session is closed, members of the public were invited to observe the remainder of the meeting None at this point It was proposed and accepted that members of the public would be invited to speak on agenda item 9 (planning ) and 10 DS2/3 at those agenda items-minuted as 7 and 8  Close of public session at 19.33
6.	Council invited update from County Councillor Hodgkinson <ul style="list-style-type: none"><li>• Local Government re-organisation</li><li>• Budget update</li><li>• Highway updates</li></ul>
7.	Council considered updates on Highway /PROW matters <ul style="list-style-type: none"><li>• Fix My Street for name sign and grips on side of road to be registered</li></ul>
8.	Council considered outstanding planning matters <ul style="list-style-type: none"><li>• 24/03658/FUL – Yew Tree Cottage– no objections submitted - noted</li><li>• 24/03409/FUL -The Stable Block – further wording to be submitted under different planning framework EC6 (conversion of rural buildings). Comments read out and agreed to be supported by Council by submission by Clerk as an objection. “Support with comments” was not supported by Councillors  Further discussions took place agreed to submit comments as objection 3 supported and 2 abstention</li><li>• Woodleigh planning application ref 24/00386/FUL – Cllr Day updated Council that the planning committee meeting on 15<sup>th</sup> January 2025 which was deferred to 12<sup>th</sup> February 2025 – Cllr Day was to inform the CDC planning committee that the Craven Arms decision making was based on DS4 as not a non-principal settlement and this would be the same principal that should be applied to Woodleigh. Further representations from members of the public were discussed. Council agreed with the proposed wording by Cllr Day Clerk to email DC Theyer to ask if he can attend on behalf of the Parish</li><li>• Other planning updates noted - TCONR</li></ul>

9.	Council noted feedback from Adrian Harding head of planning services on DS3/4. Council felt that some responses were contrary to response from Mr Moody to CC Hodgkinson. Cllr Day will draft specific points that are felt to be at odds.
10.	Council noted no update from District Councillor Theyer was available
11.	Council approved the Minutes of the previous Parish Council Meeting held on November 18th 2024
12.	Council approved the financial reports and payment lists M Lewis, Defib batteries/pad replacements approved.
13.	Council approved its budget for 25/26 as presented at previous meeting
14.	Council noted there are no updates regarding the listing of the Craven Arms as an Asset of Community Value have been received Listed on CDC website (as at 4/9/24) as listed on 12/6/23- listed until 11/6/28 (moratorium period protected until 2/1/25)
15.	Council considered updates regarding PC website- Council agreed a) Lottery b) garden club c) Church d) studio 7 to be given access rights Council to inform Clerk who should be deleted A working party to be set up to delete items
16.	Council noted the emergency plan update. (Cllr Jackson/Cllr Haig)
17.	Council confirmed its next meetings are scheduled at 7.30pm on 17 <sup>th</sup> March 2025 <ul style="list-style-type: none"> <li>• Sevenhampton Green – Telephone box area to be put on agenda</li> </ul>
18.	Meeting closed at 21.15pm

## Financial reports for January 2025 meeting

<b>RESERVES</b>	<u>Apr-21</u>	<u>Apr-22</u>	<u>31/03/2023</u>	31/03/2024
leeds bs	12980	13980	14987	17020
		under		
general reseves	4065	spends 4974	5789	7097
Defib	650	0	100	232
		1 year		
contingency	8160	precept 8160	8160	8160
CIL	7	70	70	70
community events			100	200
BT phone boxes	200	0	350	100
election costs				250
grit bins	150	250		139
year end balance	<u>26212</u>	<u>27434</u>	<u>29556</u>	<u>33268</u>

## Fixed assets

telephone boxes (2)	2
defibrillators (2)	3000
grit bins (20)	3900
notice boards (4)	3800
laptop	800
filing cabinet	206
dog bins (3)	900
road signs (6)	2400
bus shelter	7000
elsdon clump	1
name signs (4)	1600
benches 5	1500
	<u>25109</u>

<u>payee</u>	<u>date</u>	<u>CHQ NO</u>	<u>transaction</u>	<u>CURRENT A/C balance</u>
				16248.36
b holder	30/04/2024	so	-256.65	15991.71
b holder	30/05/2024	so	-256.65	15735.06
b holder	30/06/2024	so	-256.65	15478.41
precept	18/04/2024	receipt	7125.00	22603.41
m j lewis	01/05/2024	135	-95.00	22508.41
zuric car hae	01/05/2024	136	-179.87	22328.54
hmrc	01/05/2024	137	-137.20	22191.34
b holder	30/05/2024	138	-121.50	22069.84
disc domain	30/05/2024	139	-21.99	22047.85
gaptc	30/05/2024	140	-87.59	21960.26
pata payroll	30/05/2024	141	-125.20	21835.06
insurance	30/05/2024	142	-163.42	21671.64
m j lewis (m, j,j)	30/05/2024	143	-285.00	21386.64
b holder	04/07/2024	144	-121.00	21265.64
l selkirk	10/07/2024	145	-120.00	21145.64
hmrc	04/07/2024	146	-68.60	21077.04
ICO	05/04/2024	so	-35.00	21042.04
leeds building society	04/07/2024	147	-1000.00	20042.04
b holder	31/07/2024	so	-256.65	19785.39
b holder	31/08/2024	so	-256.65	19528.74
m lewis (a s)	04/09/2024	148	-190.00	19338.74
hmrc	04/09/2024	149	-137.40	19201.34
b holder	04/09/2024	150	-101.20	19100.14
b holder	30/09/2024	so	-256.65	18843.49
b holder	31/10/2024	so	-256.65	18586.84
b holder	30/11/2024	so	-256.65	18330.19
b holder u/p salary	10/10/2024	151	-44.00	18286.19
hmrc sept oct nov	07/11/2024	152	-231.20	18054.99
b holder sal/exp	07/11/2024	153	-194.00	17860.99
LJ discount domain	10/11/2024	154	-119.99	17741.00
cdc	19/09/2024	receipt	2375.00	20116.00
pata payroll	07/11/2024	155	-15.00	20101.00
b holder	28/12/2024	so	-256.65	19844.35
b holder	31/01/2025	so	-256.65	19587.70
b holder	28/12/2024	156	-57.00	19530.70
hmrc	08/01/2025	157	-143.60	19387.10
b holder	08/01/2025	158	-87.30	19299.80

BANK RECONCILIATION			
OPENING BANK BALANCE	01/04/2024		16248.36
EXPENDITURE FOR PERIOD		6448.56	
INCOME FOR PERIOD		9500.00	
NET EXPENDITURE			<u>3051.44</u>
BANK BALANCE AS ABOVE			<u>19299.80</u>
BAL PER S/M	05/12/2024		21116.00
		-1000.00	
		155	-15.00
	so		-256.65
	so		-256.65
		156	-57.00
		157	-143.60
		158	-87.30
			<u>-1816.20</u>
	31/03/2024		<u>19299.80</u>

expenses	May-24	Jul-24	sept	nov	jan
fuel	21.60	21.60	21.6	21.6	21.6
wfh (a)	26.00	26.00	26	26	26
postage	8.00	8.00	8	8	8
printing	3.90	3.40	1.8	1.8	1.6
year end					
wfh (m)	26.00	26.00	26	26	26
	85.50	85.00	83.4	83.4	83.2
salary	36.00	36.00	17.8	110.6	4.1
	<u>121.50</u>	<u>121.00</u>	<u>101.20</u>	<u>194.00</u>	<u>87.3</u>

wages	hmrc	net salary	gross
cash			
book	718.00	2872.00	3590.00
pata	718.00	2872.00	3590.00
due	0.00	0.00	0.00

## BUDGET AGAINST ACTUAL

	<u>BUDGET</u>	<u>ACUTAL YEAR TO DATE</u>	<u>BALANCE AVAILABLE TO SPEND</u>	<u>still to be received</u>	<u>Agreed 25/26</u>
budget to date	9500.00	9500		0	10000
PRECEPT		0			
CIL		1000			1000
bank interest deposit account				0	
inter account trans				0	
wayleave		0			
VAT to be reclaimed		0		0	
other receipts		0			
<b>INCOME</b>	<b>9500</b>	<b>10500</b>	<b>0</b>	<b>0</b>	<b>11000</b>
employment costs	4300	2872	1428		4500
bt box	100	0	100		100
grit bins	100	0	100	reserves	100
hire of venue & village events	200	0	200		200
admin/use of home	500	337	163		500
subscriptions	225	88	137		225
pata payroll	200	140	60		200
insurance	480	343	137		480
S137	1000	0	1000		1000
DEF maintenance	200	0	200		100
grass cutting & tree maintenance	750	570	180	reserves	750
chairs allowance	30	0	30		30
councillors' expenses /travel	100	0	100		100
it costs	350	142	208		500
village dates & newsletters	100		100		
audit fees	150	120	30		150
ico subs	35	35	0		35
election costs			0		1000
balance to reserves	250		250	reserves	730
<b>Expenditure total for year</b>	<b>430</b>	<b>4647</b>	<b>4423</b>		
reserves to leads	1000	1000	0		
<b>total for year</b>	<b>9500</b>	<b>5647</b>	<b>4423</b>		<b>10700</b>
contingency/balance		3853			
	<b>9500</b>	<b>9500</b>	<b>0</b>		<b>10700</b>