

MIDDLETON PARISH COUNCIL, LOW ROAD, MIDDLETON, LA3 3LG

Date of Meeting: Thursday 18th February, 2021. Start time 7.15pm.

Venue: via an electronic means (Teams)

Members of the public wishing to attend this meeting should email middletonparishcouncil@outlook.com no later than 48 hours prior to the meeting, as numbers are strictly limited.

Councillors

Present; Chair Mrs D Hoyle (DH); **Vice-Chair** Mr W Doyle (WD); Mrs N Shacklady (NS); Mr T Porter (TP); Mr T Smith (TS); P Shacklady (PS).

Apologies Nancy Thompson (NT)

Also Present Shaun Ward Clerk, Brian Bromiley, **item 1 ONLY**

Minutes

Welcome to all from the Chair.

Declarations of interest and dispensations. **None**

Matters arising from last meeting, **14th January, 2020** and confirmation of the minutes. **Minutes confirmed and to be signed by the Chair**

Any matter raised by members of the public. This section will be limited to 30 minutes maximum. **None**

1, ref 02/21/01: Social Club and Licensing update, Town and Country Events

Brian Bromley presented an update to the Council on matters relating to the Licensing application, Draft Tenancy Agreement and repairs and maintenance. Brian, the chair and vice chair to meet to sign off the Licensing application and tenancy agreement, prior to the next meeting. Brian and the Vice Chair to arrange for fire alarm quotes for the bar area and the hall.

2, ref 02/21/02: AGAR 2019/2020

The Clerk provided an update, advising that the external auditor had now closed this matter and would forward their report, in due course. Priority that the Dong balances and Council balances are separated to avoid confusion on future spending.

3, ref 02/21/03: Precept

The Clerk confirmed this had now been submitted to Lancaster City Council.

4, ref 02/21/04: Former Caretaker.

The Clerk provided a further update and confirmed discussions were on-going with the previous accountant. A solution has not yet been agreed.

5, ref 02/21/05: Grounds Maintenance Agreement Retender April 2021

Quotes have been received and considered by the Council. (TS) will continue to look at other options for this service, including purchasing a mower and how this can be securely stored, before deciding how to progress in 2021/2022.

6, ref 02/21/06: Website and Training (TP)

No issues reported with the website and training for all members and the clerk, on how to update the site, can be arranged directly with (TP)

7, ref 02/21/07: Energy Contracts

The Clerk advised contracts have now been agreed with current suppliers (Avanti-Gas and British Gas) for the next 12 months.

8, ref 02/21/08: Door locks (PS)

(PS) asked that a new front door lock be fitted to the main entrance and keys issued accordingly. All agreed and arrangements to be made via (PS/WD)

9, ref 02/21/09: Bank (Chair)

The Chair, will go to the bank and continue to resolve outstanding issues and discuss how the Dong and Council reserves can be separated, as per AGAR item above ref **02/21/02**.

10, ref 02/21/10: Overton Parish Council (Clerk)

The Clerk informed the Council he had been invited to and met with Overton PC and agreed to take on the role of Clerk for them, for at least the next 6 months, to allow the current Clerk to retire.

Any other business:

VAT Reclaim, **no further update available.**

Training courses via LALC for members and Clerk. **Chair wishes to attend the Chairmanship course on the 25th March.**

Parish Hall Kitchen, urgent investigations required as to why water is coming into the kitchen and causing considerable damage. Chair, TP and WD to arrange for roof inspection and costs of repairs.

Insurance, the clerk advised the council they can make a claim for loss of business during 2020, due to Covid. Council elected not to do so as this would affect future insurance premiums.

Meeting close 915pm

Date and time of next meeting: Thursday 11th March, 2021, 715pm, via SKYPE

Accounts and Invoices for payment February 2021

1, Tattersall's £235.00 Inv No Jan 2021 Chq No 2164

2, Clerk £208.84, February 2021. Chq No 2163

3, HMRC £52.20p, January 2021 PAYE returns, due by 19th February.
Chq No 2162, paid via the Clerk.

Other expenditure

1, Avanti Gas December £102.08p, Jan 2021 £468, both being reviewed by Avantigas.

2, Insurance renewal, estimate/budget £1,000. Came and Company, renewal due 8th, March 2021, now confirmed as being £1,112.42 Chq No 2167

3, LALC annual subscription fee Inv No 2218, £132.82 Chq 2166

4, Defib warehouse replacement adult pads £52.74 Chq No 2165 paid via Chair

5, Thomas Graham replacement grit bin and rock salt £173.46 Chq No 2168

Signed
Chair Deborah Hoyle
Date

Signed
Clerk Shaun Ward
Date