

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

**Date of Meeting: Wednesday 19<sup>th</sup> May, 2021. Start time 630pm.**

**Venue: Middleton Parish Hall**

**Minutes**

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

Clerk to the Council, Shaun Ward, Brian Bomley, item 1 only

**Apologies**, Mr T Smith (TS)

Members of the Public present, None.

**Declarations of interest and dispensations.** None.

**Matters arising from last meeting, 11<sup>th</sup> March, 2021.** None

April 2021 meeting cancelled.

Confirmation of the minutes, 11<sup>th</sup> March 2021 to be signed by the Chair.

Matters raised by members of the public.

email from previous caretaker.

Welcome from the Chair and thanked those present for attending.

**1, ref 05/21/01, Social Club Progress Re Lease, Licensing and repairs.**

Brian provided the Council with an update and progress with the Middle Inn.

Premises licence has been applied, repairs continue to be carried out, including the installation of a new alarm system. Wi-fi to be installed next week. CCTV has been installed. The fire service, require a safety report risk assessment, which Brian and Paula will arrange. Brian is in contact with VOA ref new rates. Brian proposed a small family fairground, catering and a bar on the green over the bank holiday weekend, which everyone supported.

**2, ref 05/21/02, Parish Hall Repairs and maintenance**

Works to remove the chimney above the kitchen have now been carried out.

Internal works to be completed, when the kitchen walls have dried out.

**3, ref 05/21/03, Sports Field, Tennis Courts and Grounds Maintenance**

New boiler required for the pavilion. Quotes to be obtained by (WD). Current boiler has been condemned. Funding to come from balance of Dong fund. New sign to be funded by the Parish Council (£240) Quotes also required for weed control (DH)

**4, ref 05/21/04, AGAR 2021/2022 timetable, Asset Register, Premises and Land Ownership/Equipment (Clerk)**

The Clerk provided an updated and shared the internal audit report, accounting statement, AGAR returns, financial risk assessment and Asset register for 2020/2021. All approved and accepted as being complete. These will now be displayed on the Council website for 30 days, prior to being sent to the external auditor, by the 2<sup>nd</sup> July 2021.

**5, ref 05/21/05, Playground Maintenance**

TP will contact City Council about outstanding repairs and inspect the benches, which need either securing or removing. TP will also continue to look for further grant funding opportunities.

**6, ref 05/21/06, Business Grant Applications**

WD confirmed the Council had received 3 business grants during 2020/2021 from the Covid 19.

**7, ref 05/21/07, Bank**

The Chair will continue to liaise with the bank to resolve outstanding matters regarding access to the Parish Council bank account, which has been extremely difficult during the last financial year.

**8, ref 05/21/08, Planning**

No comments or responses from the Parish Council.

**9, ref 05/21/09, Website**

No further update.

**10, ref 05/21/10, Appointment of Clerk.**

An advert and job description to be added to the website.

**Other Business**

**email from previous caretaker.** The Clerk provided an update on progress and will continue to work with the previous accountant. Clerk to update the previous caretaker.

**Cleaner,** The Council wish to appoint a cleaner on a flexible arrangement. An advert to be placed on the notice boards and website.

PS agreed to arrange quotes for decorating the Parish Hall internally and externally. Further quotes will also be arranged for resurfacing the car park.

**Parking,** TP to contact the PCSO and Police regarding cars being parked in dangerous locations, around the village. A number of complaints have been received on this subject.

**Date and time of next meeting: Wednesday 9<sup>th</sup> June 2021, 6.30pm.**

**Accounts and Invoices for payment May 2021**

1, Clerk £208.84, May Salary, Ch No 2186

2, HMRC £52.20p, PAYE March 2021 due by 19<sup>th</sup> May, Chq No 2185

**Other expenditure**

1, British Gas Electricity, DD £65.60

2, AvantiGas, DD £90.67.

3, WaterPlus,

4, JB Plastics £1,500 Cheque No 2184

Bank Balance as at 30<sup>th</sup> April 2021, £40,230.71p