



MIDDLETON PARISH COUNCIL
MINUTES OF A MEETING HELD AT THE RECREATION ROOM
CHURCH LANE MIDDLETON
Date 13/10/2021 Meeting 4 of 2021/22

Present Councillors

Gill Keegan Chair (GK) Chair
Peter Rotherham (PR) Vice-chair
James Beamish (JB)
Graham Smith (GS)
Peter Rawlins (PRw)

1. Apologies

Andy Jenns County Councillor (AJ) (Unwell)
Mark Simpson Borough Councillor (Unavailable)

Clerk in Attendance Tony Harris (TH)

Public in attendance

None.

2. Police Surgery

None

3. Declarations of Pecuniary or other interests.

None

4. Minutes of the Parish Council meetings held on 8/9/2021

The previous minutes were duly signed Chairman Cllr Keegan

5. Matters Arising

- a. Green Lane flooding is still a potential issue WCC pulled back from the work they agreed to do at various site meetings doing the bare minimum and putting the onus back on the home owner who were now at the end of their tether with WCC. We await to see if the actions taken mitigate the flood issue.*
- b. Re MCC and 15 year lease, the basic principle is to tie rents of MCC to RPI based on 5 year periods with a break after the first 5 years to re-value the property and rents generally. It was noted that having a good tenant was an important factor in taking this approach, as long term it protected our revenues from the property. The clerk was asked to proceed with the agreement based on this basis.*
- c. Play area costings still awaited as budget costs still require quotations as prices on web sites are not available so have to wait for companies to respond. We should have enough responses by November meeting as the process is underway.*
- d. CEF grant submission made and follow up details including ariel photography of the*



Village Hall and proposed HS2 route submitted, having kindly being provided by HS2 photography team to the Clerk.

- e. Despite some initial issues with the new desktop WIFI card needing to be replaced the system is working well although there seems to be lots of duplicate files seems to have been created due to the original problems that need restructuring.*
- f. No formal response yet from Angela Coates NWBC on time frames for the garages Clerk to chase again before next meeting.*

NEW ACTIONS

| Ref | What | Who | When |
|------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|-------------|
| N1 | <i>Look at trimming sign area Coppice Lane</i> | Clerk | November |
| N2 | <i>Quote to be obtained for pollarding damson tree on Village green growing into Village Hall carpark</i> | Clerk | November |
| N3 | <i>Chase Garages status with Angela Coates</i> | Clerk | November |
| N4 | <i>Travellers rest sign to be ordered by the clerk with an initial budget of £200 set.</i> | | |
| N5 | <i>It was unanimously agreed to purchase two remote cameras for wildlife monitoring and impact of HS2 works on our local biodiversity (see project costings).</i> | Clerk | November |
| N6 | <i>Cllr. Rotherham agreed to make a shelf to house the APNR electronics in the Village Hall. Clerk to assist in installation</i> | Cllr. Rotherham | December |
| N7 | <i>It was unanimously agreed by the council to invest in an initial speed camera as a trial to reduce speeding through the village and if successful could introduce others at relevant points (see costings agreed</i> | Clerk | November |
| N8 | <i>Clerk to order wreath for bandstand for memorial-day £50-£100 budgeted and agreed by Council.</i> | Clerk | November |
| N9 | <i>Purchase new metal noticeboard for Hill Lane</i> | Clerk | November |
| N10 | <i>Following investigation into additional remote APNR cameras, it was agreed to purchase one for Wishaw Lane area. Also to review the replacement of signs.</i> | Clerk | November |

PENDING / ONGOING ACTIONS

| Ref | What | Who | When |
|------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|-------------|
| P1 | <i>TRAVELLERS REST</i> <i>Two new fascia boards to be fitted to complete the structure</i> | Clerk/Cllr Rawlins | September |
| P2 | <i>PLAYAREA</i> <i>Report to be presented at next meeting to agree extent of works in the light of other equipment failure it was noted that a major spend might be needed to bring the play area up to a reasonable standard. Ideas from Wicksteed/Sportsafe UK to be sourced</i> | Clerk/Cllr Rawlins | November |



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|------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|-----------|
| P3 | VILLAGE HALL <i>Obtain postal address for the Village Hall</i> | Clerk | November |
| P4 | LIBRARY <i>Remedial work on the door to be completed</i> | Clerk | November |
| P5 | MCC 15year LEASE <i>to be based on an initial 5year rent increase based on RPI after this both parties would agree to continue with RPI or if it was deemed that commercial rent value was not being achieved a new process agreed. we need to set up a mechanism for rent increases the options appear to be a) linked to property valuation and rents in similar establishments b) link rent increases to the Retail Price Index c) a negotiated rent profile. All three options would be over a 5year period to allow re alignment and agreement with the next 5year profile. Clerk to discuss with Dan</i> | Clerk | |
| P6 | OIL SPILLAGE <i>Latest report is that there is no new evidence of oil spillages, no smells from the area. To keep on watch but to remove from action list.</i> | Clerk | MONITOR |
| P7 | SPEED SIGNS <i>MPC voted to install one sign in Church Lane. See costings in Key projects.</i> | Clerk | October |
| P8 | PARTY IN THE PARK <i>for Spring 2022</i> | All | March-May |
| P10 | MIDDLETON MATTERS LIST UPDATE <i>Cllr. Rotherham agreed to work with the Clerk to complete the task of validating telephone numbers and contacts in Middleton Matters.</i> | Clerk/ Cllr Rotherham | November |
| P11 | GREEN LANE FLOODING <i>Review after winter rains at Green Lane to assess impact on flooding</i> | Clerk | Monitor |
| P12 | GRANT FOR VILLAGE HALL PORCH ROOF <i>It was agreed to award a £500 grant now towards the construction of the new porch</i> | Clerk | November |

CLOSED ACTIONS

| | |
|------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Ref | |
| C1 | <i>Billing for Middleton matters is complete, it was acknowledged that adverts should not go in without prior agreement of the clerk to ensure billing information is in place as adverts have been put in without this billing information being available. Not a major issue but needs to be controlled.</i> |
| C2 | <i>Review of Oil spillage</i> |
| C3 | <i>Procurement of Computer for Clerk</i> |



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|----|-------------------------------------------------------|
| C4 | Green Lane flooding issues. Until it is raised again! |
|----|-------------------------------------------------------|

KEY FINANCIAL PROJECTS 2021/22

| Ref | What | Quotes | Budgeted cost | Actual cost |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|-----------------------------------------|-----------------------|
| K1 | | | | |
| K2 | GARAGES (Church Lane) <i>NWBC still keen to go ahead with the scheme but will now be later in the year due to Covid 19. This is now a new financial year 2021/22 project realistically. Angela Coates to review timescales project has been on hold since 2018. Tony to chase again</i> | On Hold | £10,000 EMR | |
| K3 | CEF Grant (HS2) <i>Grant to be submitted before end of September 2021 this is a grant application for £75,000 the Clerk has submitted for the building of a new function room onto the Village Hall at the rear. MPC have promised a grant of £500 towards the build if grant is awarded.</i> | N/A | (£75,000) Value of Grant applied for | MPC contribution £500 |
| K4 | PLAY AREA <i>A full set of costs is being sought from various suppliers based on steel constructed items to improve longevity of play equipment.</i> | | | |
| K7 | ROAD SPEED CAMERAS <i>The Council agreed to order one speed camera initially with 4 batteries, Clerk to order once second quote and technical comparisons made, unless budget figure is exceeded then council will need to again review</i> | Camera £2050 batteries at £70 based on initial quotes plus vat | £3,000 | |
| K8 | MOBILE CAMERAS <i>For detection of fly tipping and other crimes</i> | Camera £474 per camera sim card £10 month | £1250 | |
| K9 | HILL LANE NOTICEBOARD | £2.500 | £2500 | |



| | | | | |
|------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|-------|--|
| | <i>It was agreed to purchase a new noticeboard the same as recently installed at Travellers Rest but on metal poles clerk to complete purchase based on budget of £2500 any amount over this will need to be referred back to MPC for additional approval</i> | | | |
| K10 | APNR Cameras <i>Council agreed to investigate further APNR cameras throughout the Parish. Initial camera to be sourced for Wishaw Lane following the theft of two caravans from Hunts Gree,. based on having access to data as and when required. The theft demonstrates that Middleton needs robust deterrents. A second quote to be obtained but MPC agreed purchase as long as budget not exceeded for Wishaw Lane</i> | 1700 | £1700 | |
| K11 | <i>Investigate regular maintenance of Coppice Lane bend from March 2022</i> | | | |

6. Samuel White Trust and other Community Organisations

- a. *New tenant moving into rented accommodation following eviction of the last tenant*

7. High Speed Rail Line

- a. *T15 temporary rerouting due to pooling water HS2 investigating but since this issue the path has been closed due to the bridge over Gallows brook being dangerous and in need of urgent repair.*
- b. *Update meeting scheduled for first two weeks in November to update residents on HS2 developments in and around Middleton. Clerk to arrange a date with HS2.*

8. Community Centre

- a. *Clerk was asked by MPC to begin new lease discussions based on the principles reported to MPC*

9. Village Green Development

- a. *Playground refurbishment ongoing,*

10. Middleton Recreation Room

- a. *It was agreed by MPC to award a £500 grant towards the construction of the new porch. A previous grant of £500 was conditional on the HS2 grant being obtained for a new function room build.*
- b. *Further grant acquired of £500 for framing of pictures awarded by Cllr. Jenns from*



his discretionary councillor fund.

11. Reports of Councillors and Clerk

Clerk

- a. A reminder that it is the time of year to purchase a wreath for Remembrance day*
- b. Fly tipping on Coppice Lane witness statement obtained by Clerk and submitted to NWBC.*
- c. Noticeboards badly need upgrading. It was agreed to purchase a new noticeboard the same as recently installed at Travellers Rest but on metal poles for Hill Lane. Clerk to complete purchase based on budget of £2500 any amount over this will need to be referred back to MPC for additional approval*
- d. APNR camera to be purchased and located in Wishaw Lane following the theft of two caravans from Hunts Green and the obvious escalation of crime in the area.*

Cllr. Keegan

- a. Beware Jubilee celebrations starting February 2022 with main celebrations in June.*

Cllr. Smith

- a. Asked if the signage area on bend in Coppice Lane could be tidied up.*
- b. Consider how to maintain this area on a regular basis. Steve?*
- c. Shelf needed above TV to house Council APNR camera electronics as it is currently unsafe*

Cllr. Beamish

- a. New remote cameras signage did we need more, following a brief discussion it was agreed to review this again as there was a general feeling that too many signs became a distraction and not in keeping with a rural environment but should be reviewed to ensure we met any compliance issues.*

Cllr. Rotherham

- a. Following a brief discussion, it was concluded that obstructing a neighbours drive with a dropped curb was an offence and MPC will report to the Police future violations.*

Cllr. Rawlins

- b. Damson tree is becoming a little invasive and growing over into the Village Hall car park, MPC agreed to get a quote for the work to be completed.*

Cllr. Jenns

No Report



Cllr. Simmons

No Report

Clerk

12. Correspondence

- a. Council informed WCC grant for art/hall value £500 obtained
- b. Road signs costs and technical comments submitted to Council
- c. APNR camera Wishaw Lane cost £1700 agreed by Council
- d. Audit due to internal audit report this was still ongoing £240 paid but additional costs may be incurred.
- e. Angela Coates needs chasing again
- f. Play area swings quotes being sought
- g. Mobile APNR cameras Council in agreement to proceed
- h. HS2 meeting re T15 path- moth provided to HS2 before chasing
- i. HS2 public consultation first two weeks in November
- j. Web site / digital screen as IT now back up and running these two are s to be updated by next meeting

13. Planning matters

Willows stable follow up ongoing

Atlantic nurseries – ongoing

RJB Repairs – ongoing

PAP/2021/0507 Hill Lane front extension

PAP/20210456 Holly farm holly lane certificate of lawfulness of existing building

Passed

PAP/2021/0330 Conifer Cottage extension FAPG

PAP/20210191 Middleton Hall LBCG

14. Finance Report

Capital reserve fund A/c 29525357 (5.10.2021)

| | |
|-----------------------|------------------|
| opening balance | <u>£7,368.68</u> |
| interest | <u>£0.06</u> |
| new balance | <u>£7,368.74</u> |
| £4000 is rent deposit | |

Current Account 00411787 (30.9.2021)



Financial summary

Balance at bank A/c 00411787

£36,767.25

| Unpresented cheques | C/N | Date | Description | |
|----------------------------------------------|------|------------|---------------------------|--------------------------|
| | | | | - |
| | 2237 | 08/09/2021 | John Mason Ltd | 240.00 |
| | 2240 | 29/09/2021 | wages Sept | 998.68 |
| | 2241 | 07/09/2021 | desktop wifi card | 25.39 |
| | 2242 | 08/10/2021 | NLB property services | 96.00 |
| | 2243 | 08/10/2021 | PFK Littlejohn | 240.00 |
| | | | | - |
| | | | | <u>1,600.07</u> |
| | | | sub total | <u>£35,167.18</u> |
| Less cheques to be written this month | | | | |
| | | | wages Aug | -£998.68 |
| | | | Cutting edge Sept | -£100.00 |
| | ** | | PFK Littlejohn (estimate) | -£200.00 |
| | ** | | Prontoprint (estimate) | -£300.00 |
| | | | | -£1,598.68 |
| | | | sub total | <u>£33,568.50</u> |
| income | | | MCC rent September | £ 2,028.00 |
| | | | total | £ 35,596.50 |

Notes:

15. Public Questions and Comments.

No public present

16. The Chair proposes

None.

17. Any other business

Meeting closed at 8.00 pm

Signed _____ Date _____

Date of next meeting _____