**Minutes, Ordinary Meeting of the Parish Council 25th November 2024 at the Civic Hall.**

**There were present:** Cllrs. B Beeley – Chairman, H Bishop – Vice Chairman

 S Al-Hamdani K Barton

 R Blackmore J Garner

 P Gaul A Marland

 M Powell G Sheldon

 L Thompson D Wall

 A Wrigley

The Chairman Cllr Barbara Beeley welcomed Councillors to the meeting and prayers were led by the Rev Ken McNally

**3655. To receive Public Questions**

 None received

**3656. Chairman’s Urgent Business**

Cllr Beeley advised that Cllr Bingley had resigned from her position and that she was unwell, but improving. She confirmed that the timetable for the by election had been emailed out by the Clerk.

**3657. To receive apologies for Absence:** Cllrs E Adamson, M Birchall, K Dawson, L Dawson, K Phillips, P Walsh.

**3658. To receive Declarations of Interest:** None declared

**3659. Correspondence**

* Response received from the Link re Banking Hub facilities
* Response received from Debbie Abrahams, MP, re Banking Hub facilities

This correspondence had been previously emailed out to Councillors and Cllr Beeley invited comments. After some discussion it was agreed that the Chairman and Clerk would write to Debbie Abrahams, MP, thanking her for her support, and request she send a letter of support to the Link, to be considered with the Parish Council’s application, and also to forward her email of support to Jonathan Reynolds, MP, Secretary of State for Business and Trade.

There was some discussion around suitable venues for a banking hub. Cllr Beeley advised she would contact Uppermill Post Office, but also asked Councillors to share any other suggestions they may have with the Clerk.

**3660. To approve and confirm as a correct record the Draft Minutes of the Council Meeting held on 28th October 2024**

The minutes were accepted as a true record and signed at the meeting by the Chairman. Proposed Cllr Al-Hamdani, seconded Cllr Sheldon.

**3661. To note the minutes of the Communications Committee Meeting held 28th October 2024**

Cllr Sheldon requested the Communications Committee to consider further promotion of the Civic Hall to increase income potential. Cllr Al-Hamani advised this was already being addressed.

The minutes were then proposed by Cllr Al-Hamdani, seconded Cllr Marland and accepted.

**3662. To note the minutes of the Assets Management Committee meeting held 24th October 2024**

Cllr Sheldon highlighted the repairs budget in this financial year was already overspent due to the Health & Safety issues identified and now resolved. He advised that the Committee had re looked at the proposed budget for the next financial year and had put on hold the requirement for a new sound and lighting system in the ballroom due to budgetary concerns.

The minutes were then proposed by Cllr Sheldon, seconded Cllr Wall and accepted.

**3663. To note the minutes of the Strategic Planning Committee meeting held 31st October 2024**

Cllr Al-Hamdani advised that work was being done on identifying areas for protected green spaces in Saddleworth; 3 had already been identified and he asked Councillors to let him have details on any other areas they wished to be considered.

Cllr Wall asked whether landowners needed to be approached. Cllr Al-Hamdani responded it wasn’t a legal requirement; however, they would be approached in the first instance. He confirmed these would be added to the OMBC Local Plan, should it be adopted.

The minutes were then proposed by Cllr Beeley, seconded Cllr Blackmore and accepted.

**3664. To note the minutes of the Planning Committee Meeting held 4th November 2024**

The minutes were proposed by Cllr Bishop, seconded by Cllr Garner and accepted.

**3665. To note the minutes of the Staffing Committee Meeting held 7th November 2024.**

The minutes were proposed by Cllr Sheldon, seconded by Cllr Blackmore and accepted.

**3666. To note the minutes of the Finance Committee Meeting held 14th November 2024.**

Cllr Garner advised that he hoped funding would be made available in the next financial year to replace the Community toilet signage across the Parish.

The minutes were then proposed by Cllr Al-Hamdani, seconded by Cllr Sheldon and accepted.

**3667. To note the minutes of the Assets Management Committee meeting held 18th November 2024.**

Cllr Sheldon reiterated the overspend on the repairs budget this financial year as areas had been identified that had not been addressed previously. These were health & safety concerns which had to be addressed. He advised the majority of the work was now completed. He also advised that the repairs budget for next year would now be split into 3, Routine Service & Inspections, Renewals & Improvements and Reactive Maintenance. He confirmed that the amendments to the proposed budget for next year would be shared at the next Finance meeting.

He advised that the allotment and cemetery income must be ringfenced for future expenditure.

There was some discussion around the cemetery and whether each plot is reserved for 100 years or in perpetuity. *(Post meeting note, the Clerk confirms each plot is reserved for 100 years)****.***

Cllr Blackmore expressed concern that the overspend on the budget put pressure on the reserves and the precept request.

Cllr Wall agreed that the requirement for a balanced budget is the main objective, but the requirement to have a safe, compliant building needs to be managed correctly.

He stated that the expenditure had been necessary to meet the changes in legislation over the last few years as it was apparent they had not been acted upon previously. He advised the Clerk and Site Manager were both aware of the limitations of insurance and were fully up to date with these legislative changes.

There was more discussion around this and Cllr Sheldon and Cllr Beeley both confirmed that they were confident that no money had been wasted in achieving a safe compliant building for staff and users.

The minutes were then proposed by Cllr Sheldon, seconded by Cllr Thompson and accepted.

**3668. Reserves and Precept Request (Cllr Al-Hamdani)**

Cllr A-Hamdani, following on from the discussion under point 3667, stated that a balanced budget is required by law with the legal requirement o have a minimum of 3 months’ reserves held at any given time. He advised the RFO had been requested at the last Finance meeting to confirm this would not be breached should the initial proposal of using £50k from reserves be agreed.

He also stated the proposed increase in Employer NI contributions and cost of living rise in itself would result in a 10% increase in the precept request.

He advised there is no precept request cap for Parish Councils, but that Borough Councils can only increase their council tax by a maximum of 4.99%.

The precept request was discussed further, a 5% increase = £1.35 per household, a 15% increase = £4.00 per household.

The VAT partial exemption claim was discussed and that once this is confirmed it should have a positive impact on the budget.

It was agreed that the budget must be approved by Council at the January meeting latest.

**3669. Greenbelt Audit & Dove Stones Access Report (Cllr Wall)**

Cllr Wall advised that due to budgetary concerns, the green belt audit request had been put ion hold.

A report to Council from Cllr Wall on Dove Stones Access had been previously circulated and it was discussed.

Cllr Wall explained the actions taken by the Environment Committee on behalf of the Parish Council and the meetings that had taken place with United Utilities and the RSPB regarding game shooting at Dove Stone and the safety of the general public. He confirmed that the Upperwood Estate had so far declined to meet with members of the Environment Committee, but proposed that one more approach should be made to request a written response. He expressed concern that after a hiatus in the summer, it appeared that commercial shooting activity is once again taking place on Open Access land along Greenfield Brook belonging to United Utilities, which may put visitors at risk and restrict public access.

Cllr Wall advised he was awaiting a response from United Utilities and would report back to Council.

Cllr Blackmore thanked Cllr Wall for his perseverance with this. Cllr Garner commented that the Parish Council have a responsibility to protect the public and need to continue monitoring this.

 **3670. Accounts for Payment October 2024**  Income £4,390.60 Expenditure £

 **50,920.47**

The accounts were proposed by Cllr Al-Hamdani, seconded Cllr Sheldon and accepted.

 Payments list, see appendix 1

 **Dates of the next meeting:- Monday 16th December 2024 at 19.00hrs (Christmas)**

 **Appendix 1**

|  |  |  |  |
| --- | --- | --- | --- |
| **October 24 Payments** |  |  |  |
| **Bank Date** | **Supplier** | **Details** |  **Amount**  |
| 04-Oct-24 | STAPLES | Stationery | 67.42 |
| 07-Oct-24 | POST OFFICE | Stamps (Pre price rise stock) | 172.50 |
| 08-Oct-24 | BUCKLE J SON  | Dawsons Field & Red Row grass cuts x2 9/24 | 220.00 |
| 08-Oct-24 | CENTRE GLASS  | Cleaning Consumables | 159.92 |
| 08-Oct-24 | SEFTONS  | Payroll - 8/24 | 48.00 |
| 08-Oct-24 | BARBARA BEELEY  | New Council Chamber Clock | 25.00 |
| 08-Oct-24 | TV LICENCE  | TV Licence | 15.00 |
| 09-Oct-24 | STAFF EXPENSES  | Locker Keys - Chairman's Storage Cupboard | 9.42 |
| 10-Oct-24 | PURE-TECH UK  | H&S Tap Control Valves (Legionella) | 284.40 |
| 10-Oct-24 | PURE-TECH UK  | H&S Legionella Checks | 69.00 |
| 10-Oct-24 | FLOWER POTTS  | Winter Hanging Baskets | 155.00 |
| 11-Oct-24 | DFBS  | New Fire exit staircase (Fire Assessment) - 2nd 50% | 7,740.00 |
| 11-Oct-24 | PKF LITTLEJOHN | External Audit 2023-24 | 1,008.00 |
| 11-Oct-24 | WATER PLUS | Water - 9/24 | 433.93 |
| 14-Oct-24 | BRITISH GAS | Electricity 23/8/24 - 24/9/24  | 1,243.38 |
| 15-Oct-24 | OMBC | Rates - Cemetery | 48.00 |
| 15-Oct-24 | OMBC | Pest Control | 30.00 |
| 15-Oct-24 | OMBC | General Rates - Civic Hall | 1,160.00 |
| 14-Oct-24 | OMBC | Footpath Closure x 2 11/23 & 5/24 (INSURANCE) | 720.00 |
| 15-Oct-24 | BT GROUP  | Phone/Internet 1/10/24 - 31/12/24  | 445.20 |
| 15-Oct-24 | SALARIES  | Admin -10/24 | 4,594.80 |
| 15-Oct-24 | SALARIES  | Civic - 10/24 | 4,442.74 |
| 15-Oct-24 | GREENFIELD PUBLISHING | Monthly Advert - 10/24 | 98.40 |
| 16-Oct-24 | EDF ENERGY | Gas | 150.76 |
| 18-Oct-24 | COMMERCE BUSINESS  | Copier/Printer Usage  | 76.18 |
| 21-Oct-24 | INFINITY IT | Office 365 - 6/10/24 - 5/10/25 | 352.80 |
| 22-Oct-24 | HMRC | Tax & NI - Admin - 9/24 | 1,203.20 |
| 20-Sep-24 | HMRC | Tax & NI - Civic - 9/24 | 995.30 |
| 23-Oct-24 | COMMERCIAL BLINDS | New Ballroom Curtains (Fire Assessment) 2/2 | 3,213.00 |
| 23-Oct-24 | MBHARRINGTON ,  | H34N & H35N Ashes Interment x2 16/10/24 | 130.00 |
| 23-Oct-24 | MBHARRINGTON ,  | Ashes Relocation & Slipper Disposal - 16/10/24 | 65.00 |
| 23-Oct-24 | CAPRICORN SECURITY |  50th Birthday 22/9/24 | 118.80 |
| 23-Oct-24 | AMAZON | Prime Annual Subscription | 114.00 |
| 23-Oct-24 | STAFF EXPENSES | Estate Mileage | 12.60 |
| 23-Oct-24 | STAFF EXPENSES | DPS Photos | 10.00 |
| 24-Oct-24 | OMBC | Refuse collection | 274.38 |
| 24-Oct-24 | ELCONS HR/LAW | HR/Legal Consultancy (24) - 10/24 | 121.20 |
| 30-Oct-24 | PPL/ PPS  | Music Licence 17/10/24 - 16/10/25 | 792.58 |
| 30-Oct-24 | SHORROCK TRICHEM  | Hygiene | 140.87 |
| 31-Oct-24 | GMPF  | Pensions - Admin - 10/24 | 1,098.56 |
| 31-Oct-24 | GMPF  | Pensions - Civic - 10/24 | 943.18 |
| 01-Nov-24 | PUBLIC WORKS LOANS | Capital Repayment | 10,013.97 |
| 01-Nov-24 | PUBLIC WORKS LOANS | Interest | 7,264.49 |
| 01-Nov-24 | CAPRICORN SECURITY | Uppermill SVO Olympics Presentation 27/9/24 | 237.60 |
| 01-Nov-24 | ONE WINDOW CLEANING | Civic Hall Window Cleaning | 132.50 |
| 01-Nov-24 | UNIVERSAL LAUNDRY | Linen 50th B/day 22/9/24 - Recharged | 58.04 |
| 01-Nov-24 | UNIVERSAL LAUNDRY | Linen CC Lunch 26/9/24 - Recharged | 34.84 |
| 07-Oct-24 | UNIVERSAL LAUNDRY | Linen CC Lunch 26/9/24 - Receipt 7/10/24 | (34.84) |
| 01-Nov-24 | DAVE TALBOT-CEDAR | Civic Hall Grass Cutting -10/24 | 80.00 |
| 01-Nov-24 | RBL POPPY APPEALL | 3 X Wreaths - Remembrance | 60.00 |
| 01-Nov-24 | STAFF EXPENSES | Replace Broken Toilet Seat | 40.99 |
| 01-Nov-24 | EASY WEB SITES  | Website Management Fee - 11/24 | 30.36 |
|  |  |  |  **50,920.47**  |