**Minutes, Ordinary Meeting of the Parish Council 27th January 2025 at the Civic Hall.**

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

 S Al-Hamdani K Barton

 M Birchall R Blackmore

 K Dawson L Dawson

 J Garner P Gaul

 A Marland K Phillips

 M Powell G Sheldon

 L Thompson D Wall

 P Walsh B Witt

The Chairman Cllr Barbara Beeley welcomed Councillors to the meeting and prayers were led by the Rev Sachin Awale.

A minute’s silence was held for Mr Royce Franklin and appreciations were made by Cllrs Sheldon and Beeley.

Cllr Beeley welcomed Cllr Brian Witt as the new Councillor for Greenfield ward.

Cllr Graham Sheldon made a statement regarding his resignation from the Oldham & Saddleworth Conservative Group and his reasons why. He now stands as an independent member of the Borough Council and also on the Parish Council. Councillors stated their appreciation of this action.

**3681. To receive Public Questions:** None received

**3682. Chairman’s Urgent Business:** None to discuss

**3683. To receive apologies for Absence:** Cllrs E Adamson, A Wrigley.

**3684. To receive Declarations of Interest:** None declared

**3685. Correspondence**

Cllr Beeley advised the meeting that the clerk had received correspondence from the Link stating that a decision would be made regarding the proposed banking hub for Saddleworth by 5th February 2025.

Cllr Al-Hamdani advised that he had recently met with the Link to discuss the amended criteria and stated that Saddleworth should qualify.

Cllr Garner asked if a venue had been decided yet for the hub. Cllr Beeley advised there were a couple of options which would be firmed up once we had been informed of the decision.

With reference to the Planning and Healthcare Motion raised 28th October 2024, Cllr Beeley advised that the Clerk was still to receive a response from the Minister for Health & Social care, in spite of a follow up letter sent 20th January. It was agreed we would await a response from this and it would be discussed at the next meeting of the Council.

The correspondence received from the Ministry of Housing, Communities & Local Government, which had been previously shared, was discussed. It was agreed this letter did not fully address the concerns raised in the Motion, and it was resolved the Clerk would write again asking for further clarification. Proposed Cllr Garner, seconded Cllr Al-Hamdani, 13 in favour, 3 against, 2 abstentions, carried.

**3686. Notice of Motion (Proposed Cllr Gaul, seconded Cllr Phillips)**

With the aim of maximising Saddleworth Parish Council efficiency and to ensure effective representation of the people of Saddleworth, this Parish Council resolves to create a task and finish group to examine the current structure and meeting schedule of the Parish Council. Recommendations, if any, to be discussed and approved by the germane meeting of the Parish Council with a view to implementation for 2025/26.

Cllr Gaul explained why he wished this to be considered, and Cllr Phillips also spoke in support. The Clerk clarified that any proposed changes to the terms of reference would usually need to be agreed at the annual meeting in May.

There was more discussion around this and it was resolved a Task & Finish Group be set up to address this. Proposed Cllr Gaul, seconded Cllr Phillips, all in favour, carried.

Cllr Beeley asked Councillors who wished to join this Task & Finish Group to notify the Clerk at the end of the meeting.

**3687. To approve and confirm as a correct record the Draft Minutes of the Council Meeting held on 16th December 2024**

Cllr Phillips asked for an update regarding a request made under point 3678, Planning Minutes. The Clerk read out the response she had received from OMBC, suggesting that going forward the Parish Council upload their comments directly to the OMBC portal, which she believes should not be too onerous a task, and that this was being addressed at the next Planning Meeting.

With two amendments to point 3675, Correspondence, the minutes were accepted as a true record and signed at the meeting by the Chairman. Proposed Cllr Al-Hamdani, seconded Cllr Phillips.

**3688. To note the minutes of the Planning Committee Meeting held 6th January 2025**

Cllr Phillips wished her disappointment be noted that the Planning Committee had recommended refusal of redevelopment of the former Nat West Bank in Uppermill due to concerns over parking. Cllr Bishop advised the Committee’s reasoning in reaching this recommendation.

The minutes were then proposed by Cllr Bishop, seconded Cllr Thompson and accepted. 16 in favour, 2 against.

**3689. To note the minutes of the Finance Committee Meeting held 7th January 2025**

Cllr Al-Hamdani explained that the budget 2025-6 and precept request would be addressed later in the meeting, but asked if there were any other questions. Cllr Thompson queried point 682 and it was agreed paragraph 3 would be reworded to make it clearer. With this amendment the minutes were then proposed by Cllr Al-Hamdani, seconded Cllr Sheldon, and accepted. 17 in favour, 1 abstention.

**3690. To note the Minutes of the Communications Committee Meeting held 7th January 2025**

With the date of the next meeting amended to Thursday 12th March, the minutes were then proposed by Cllr Marland, seconded by Cllr Al-Hamdani and accepted.

 **3691. To note the minutes of the Staffing Committee Meeting held 9th January 2025.**

Cllr Phillips, as Chair of this Committee, wished to recognise the achievement of the Clerk in setting up the appraisal system for staff, a difficult task, which was now in its second year.

The minutes were then proposed by Cllr Phillips, seconded Cllr Sheldon and accepted. 17 in favour, 1 abstention.

**3692. To note the Minutes of the Assets Management Committee Meeting held 13th January 2025**

Cllr Sheldon asked the Clerk for an update on the disabled lift. She explained part of the work had been carried out, a second part had been ordered from Sweden and we were awaiting an ETA date. She also advised a further issue had been raised by the contractor regarding a drive nut which they advised needed replacing. This was an expensive repair, and other quotes were being sought. She had also taken advice from the Insurance inspector on this and would update the Assets Committee as soon as she had the full facts.

The Clerk advised the repairs to the Civic Hall clock were due to take place 24 January, but due to the adverse weather that day the contractor, based in Cumbria, had to postpone. This work is now scheduled in for 31 January.

Cllr Sheldon believed more fly tipping had taken place at the cemetery. After discussion it was ascertained it was the original rubbish and the clerk explained she had encountered difficulty organising its timely removal. However, OMBC Environmental Services had now agreed to remove it. She would check with the Site Manager regarding the installation of the cctv camera. Cllr Beeley asked the clerk to check the progress made by Environmental Services in identifying the culprits and a possible prosecution.

Cllr Garner asked for an update on the car park wall. The clerk explained bad weather had hampered the progress but was expecting completion with the next couple of weeks, weather permitting. Cllr Sheldon advised the meeting that the Assets Management Committee had agreed for the installation of a crash barrier and fencing, to ensure we meet our health & safety obligations.

The minutes were then proposed by Cllr Sheldon, seconded Cllr Gaul and accepted. 17 in favour, 1 abstention.

**3693. Approval of the 2025-6 Budget Proposal and Precept Request**

The 2025-26 budget summary had already been shared with Councillors prior to the meeting.

Cllr Al-Hamdani thanked the Assets Management Committee and the staff for the considerable amount of work they had put into making this budget more manageable.

Cllr Al-Hamdani explained that staffing costs, mainly due to the rise in Employer NI contributions, had increased the budget by 8% so it was a reflection of all the hard work that had gone into achieving these figures that the precept request had been kept at 5%.

Cllr Al-Hamdani advised that the Finance Committee were recommending full Council approval of the budget.

The proposed budget was as follows:

Gross expenditure £ 382, 272

Income (£-87, 641)

**Net expenditure £294,631**

This is to be funded as follows:

Precept £269, 141

OMBC grant £13,490

Transfer from reserve £12,000

**Total £ 294,631**

The new Precept will therefore be £28.36 per household, which represents an increase of £1.35 (5.0%). Number of households 9,490. (up 340 from 9,150 last year).

Cllr Wall wished to make an observation, that although he appreciated the reasons for keeping our precept request in line with the expected Borough Council Tax increase, he wished to make everyone aware that the Civic Hall is an aging building which will need continual investment, coupled with the ever- increasing demands from changing legislation.

Cllr Bishop responded that health & safety would always be prioritised, but the Finance Committee had been involved in some discussions around issues that could be put on hold.

Cllr Phillips questioned the forecasted reduction from current year in rates code 304. The Clerk advised she would ask the RFO to revisit this.

Approval of the budget and Precept was then proposed by Cllr Al-Hamdani, and seconded by Cllr Bishop.

With 17 in favour and one abstention it was resolved that the Budget and Precept be agreed.

Cllr Sheldon expressed his thanks to the Clerk and RFO for the work that had gone into preparing and presenting this budget.

**3694. Accounts for Payment December 2024** Income £ 7,931.60 Expenditure £ 28,505.23

Cllr Beeley questioned a possible duplication in two payments received from the cemetery. The clerk confirmed there was no duplication.

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

**Payments List, see appendix 1**

 **Dates of the next meeting:- Monday 24th February 2025 at 19.30hrs**

**Appendix 1**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **December 24 Payments** |  |  |  |  |
| **Bank Date** | **Supplier** | **Details** | **Code**  |  **Amount**  |
| 02-Dec-24 | BRITISH GAS BUS | Electricity 25/9/24 - 7/11/24 | **302** | 1,535.96 |
| 02-Dec-24 | EASY WEB SITES  | Website Management Fee - 11/24 | **440** | 30.36 |
| 03-Dec-24 | MB HARRINGTON  | NR38 Burial - 29/11/24 | **203** | 360.00 |
| 03-Dec-24 | CAPRICORN SECURITY | Four Tops Tribute - 1/11/24 | **318** | 356.40 |
| 03-Dec-24 | PAUL BRIERLEY  | Repairs to stage Lighting System | **307** | 143.00 |
| 03-Dec-24 | CIA FIRE/SECURUTY  | Fire Alarm 6 monthly service  | **307** | 90.00 |
| 04-Dec-24 | STAFF EXPENSES  | Office Coffee | **169** | 4.50 |
| 05-Dec-24 | CENTRE GLASS  | Cleaning Consumables | **306** | 36.19 |
| 06-Dec-24 | SEFTONS  | Payroll - 11/24 | **161** | 48.00 |
| 09-Dec-24 | TV LICENCE  | TV Licence | **324** | 15.00 |
| 10-Dec-24 | WATER PLUS | Water - 11/24 | **321** | 447.98 |
| 12-Dec-24 | SALARIES  | Admin -12/24 | **103** | 5,828.13 |
| 12-Dec-24 | SALARIES  | Civic - 12/24 | **301** | 7,682.74 |
| 12-Dec-24 | CAPRICORN SECURITY | Saddleworth Netball Presentation - 15/11/24 | **318** | 356.40 |
| 12-Dec-24 | BUCKLE J SON  | Dawsons Field & Red Row grass cuts x1 11/24 | **433** | 110.00 |
| 12-Dec-24 | GREENFIELD PUBLISHING | Monthly Advert - 12/24 | **441** | 98.40 |
| 12-Dec-24 | CENTRE GLASS  | Cleaning Consumables | **306** | 52.74 |
| 12-Dec-24 | OMBC | DPS Licence – Site Manager | **169** | 23.00 |
| 12-Dec-24 | STAFF EXPENSES | Estate Mileage | **102** | 8.10 |
| 12-Dec-24 | STAFF EXPENSES  | Mileage | **404** | 5.40 |
| 13-Dec-24 | AMAZON | Office Microwave (Funded by FODS deposit retention) | **307** | 59.45 |
| 16-Dec-24 | OMBC | Rates - Cemetery | **211** | 48.00 |
| 16-Dec-24 | OMBC | Pest Control | **308** | 30.00 |
| 16-Dec-24 | OMBC | General Rates - Civic Hall | **304** | 1,160.00 |
| 16-Dec-24 | ALDI | Council Meeting refreshments | **101** | 38.49 |
| 16-Dec-24 | AMAZON | Replenish First Aid Kit | **111** | 22.38 |
| 16-Dec-24 | CLLR EXPENSES  | Whitworth civic event mileage | **101** | 13.50 |
| 16-Dec-24 | STAFF EXPENSES  | Estate Mileage | **102** | 10.20 |
| 17-Dec-24 | HMRC | Tax & NI - Admin - 11/24 | **103** | 1,291.43 |
| 17-Dec-24 | HMRC | Tax & NI - Civic - 11/24 | **301** | 1,283.44 |
| 17-Dec-24 | EDF ENERGY  | Gas - 11/24 | **303** | 531.45 |
| 17-Dec-24 | ELCONS HR/LAW  | HR/Legal Consultancy (26) - 12/24 | **120** | 121.20 |
| 17-Dec-24 | KEYSTAFF AGENCY | Casual Staff (Sick Leave cover) | **301** | 104.16 |
| 17-Dec-24 | COOP | Office Coffee / Tea | **169** | 1.25 |
| 18-Dec-24 | BRITISH GAS | Electricity 8/11 - 29/11/24 | **302** | 1,515.49 |
| 18-Dec-24 | POST OFFICE | Stamps - Restock 2nd class | **107** | 42.50 |
| 19-Dec-24 | COMMERCE BUSINESS  | Copier/Printer Usage  | **105** | 94.78 |
| 20-Dec-24 | ICO  | Information Commissioners Office - Subscription | **119** | 35.00 |
| 23-Dec-24 | BNP PARIBAS LEASING  | Copier Lease (Quarterly) | **105** | 182.46 |
| 24-Dec-24 | GMPF  | Pensions - Admin - 12/24 | **103** | 1,378.23 |
| 24-Dec-24 | GMPF  | Pensions - Civic - 12/24 | **301** | 1,518.23 |
| 24-Dec-24 | ZURICH INSURANCE | Insurance 24-25 - Qtr to 28/2/25 | **108** | 1,111.88 |
| 24-Dec-24 | OMBC | Refuse collection | **308** | 274.38 |
| 24-Dec-24 | UPPERMILL DIY  | Misc R&R consumables | **307** | 201.77 |
| 24-Dec-24 | INFINITY IT | Domain registration: 18/12/24 - 17/12/25 | **110** | 18.00 |
| 30-Dec-24 | SHORROCK TRICHEM  | Hygiene | **316** | 149.26 |
| 31-Dec-24 | NAT WEST | Bank Charges - 31/8/24 - 29/11/24 | **168** | 36.00 |
|  |  |  |  |  **28,505.23**  |