



Minutes of a meeting of Hilldale Parish Council

Thursday 6th December 2023, 7.00pm

at Hilldale Village Hall

Participants: Cllr G Ward (Chairman), Cllr S Ashcroft (Vice Chairman), Cllr I Bell, Cllr D Whittington, and Trish Grimshaw (Parish Clerk)

1. **Apologies for Absence** - None
2. **Declarations of Interest and Dispensations**
 - a. To receive declarations of interest from Councillors in relation to items on the agenda
 - b. To receive written requests for dispensations for disclosable pecuniary interests
 - c. To grant any requests for dispensation as appropriateNone received

3. **Public Participation:** To adjourn the meeting for a period of public participation.

Any member of the public may speak for up to 5 minutes within the overall time allocated. Please note that any representation or matter raised does not require any response from the Council and should not be debated since no decision can lawfully be made during this time. A member of the public is any person present other than a member or official of the Council. A member or official of the Council may (after the meeting) request a future agenda item be placed setting out what it is the Council is being asked to consider and decide upon.

The Chairman highlighted an issue raised by a member of the public regarding evening doorstep sellers some of whom are threatening when purchases are not made; it was agreed that residents should contact the police directly. A suggestion was made as to whether to revisit a neighbourhood watch group.

4. **Minutes of the previous meeting** – it was resolved to approve as a correct record the Minutes of the Council Meeting held on 02.11.23, proposed by Cllr Ward and seconded by Cllr Bell
5. **Parish Clerks Report** (previously circulated). The Clerk's report was noted.
6. **To provide an update on the adjustment to the emergency fire door** – the Clerk advised this has been adjusted, the signage reminding hirers to only open in an emergency will be retained with an addition to confirm it can also be used when loading or unloading.
7. **To provide an update on the stage curtain** – the Clerk she has not yet ordered the stage curtain due to escalating energy costs and reduced hall use age over the Christmas and January period but this will be undertaken before year end subject to budget availability.
8. **To receive the second quotation for the decoration of the hall and agree a way forward** – this was discussed (quotation previously circulated). It was ratified to appoint Eaves Green Decorating as per their quotation of £585.00 with a view to the work being undertaken whilst groups are on Christmas holiday.
9. **To receive an update on the waste bins on the playing field** – it was ratified the bin should be placed at the far end of the bridge at the bottom of the field.

10. **To consider a request for a disabled car parking space to be installed on the car park and agree a way forward** – following discussion it was ratified that signage would be the best way forward.
11. **To discuss security of the village hall** – It was ratified to change the key box number, Cllr Bell to action asap.
12. **Items for information - reports from outside bodies** - none.
13. **To receive an update on the play area** – the Clerk reported the work has commenced on installing the new play area; the Clerk to contact the primary schools to advise of the grant award and progress.
14. **To receive an update on the SPID** – Cllr Bell to identify lamppost numbers which will be submitted to LCC for their evaluation.
15. **To receive an update on the Tree Consultancy report** – the Clerk has sent 2 reminders to the consultant who has advised he will ensure the inspection will take place before the end of the year.
16. **To receive an update on the Clerk’s application to the Lancashire Environmental Fund** – the Clerk was delighted to report of a successful application to LEF who have granted £895.00 for bulb and tree planting. The project and all invoices must be completed by 28/02/23. It was ratified to undertake the planting at the February HCA coffee morning with schools and groups being invited to join in. Treescapes (LCC) will be in attendance to provide assistance.
17. **To receive an update on the new website and e mail address** – the Clerk advised she had met with James from Easy websites in the hall resulting in the successful launch of the new website and e mail address effective from 1st December 2023.
18. **To receive a quotation for the dismantling, removal and disposal of the circular bench and resolve a way forward.** It was ratified to accept the quotation of £100.00 (previously circulated) from Laurence.
19. **To consider the replacement of the picnic bench and discuss how to fund the project.** It was ratified this could be a possible grant application the HCA may consider; a hardwood bench is preferred.
20. **To discuss items for the spring newsletter and agree distribution, printing and date of issue.** It was ratified the newsletter should go out in January.
21. **Planning Matters – to discuss and decide a response (if applicable) to planning applications together with any received after the agenda is published.** None
22. **To review a draft budget proposal for the 2024/2025 financial year and agree priorities.** Following discussion, it was ratified to increase the hall hire fee from £11.00 to £12.00 per hour; the kitchen charge to remain the same and the party rate to be set at £55.00 wef 1/4/24. The Clerk expressed concern regarding the increasing hall energy costs which are over budget; it was ratified she should continue to source a better deal. Suggested projects for 2023/24 included, new chairs and crockery for the hall and phase 2 play area.
23. **To consider and approve the schedule of accounts for payment** - approved.
24. **Financial reports – to ratify accounts and authorise payments** - approved.
25. **To authorise payment of Clerk’s backdated pay following NALC pay award** - approved.
26. **Staffing review – in view of the confidential nature of this item members of the public and press may be excluded at this point.** A separate note is contained in a confidential minute.

There being no further business the meeting closed at 20.25

Clerk: Trish Grimshaw

E mail: Clerk@hilldaleparishcouncil.com

Signed*G Ward***.....**

G WARD, CHAIRMAN Dated 04.01.24**.....**