

**These minutes are draft until approved by the Parish Council.**  
**HARTINGTON UPPER QUARTER PARISH COUNCIL**

**Minutes of the Parish Council Meeting held Wednesday 6<sup>th</sup> January 2021**

**Present:** Parish Councillors: Kevin Kirkham, (Chair), Lloyd Melland (Vice Chair), Tracey Stafford

Principal Councillors: Tony Kemp and Linda Grooby

Stephen Mansfield, (Clerk).

<b>06/01/21/01</b>	<b>Apologies</b>																																											
	1.1) Councillors Tony Kemp and Linda Grooby sent apologies. There is no safe way for parish councillors who do not have internet facilities to use Zoom. A. Bennett to contribute to the meeting by commenting on agenda items by telephone.																																											
<b>06/01/21/02</b>	<b>Minutes of the meeting held 25<sup>th</sup> November 2020</b>																																											
	Minutes were agreed and approved																																											
<b>06/01/21/03</b>	<b>Matters arising and Public Speaking</b>																																											
	3.1) It was noted that the Brandside refurbishment project is now complete and there is only a balance of £190 left to reclaim from the DET. This was now to be spent on chairs and tables																																											
	3.2)																																											
<b>06/01/21/04</b>	<b>Items of Account</b>																																											
	<p><b>Bank balance stands at £13998.17 as at 17<sup>th</sup> November 2020</b>  The following expenditure was approved:  <b>Liabilities approved, signed off, before, during and shortly after this meeting;</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Date</th> <th style="width: 10%;">Cheque No</th> <th style="width: 25%;">Payee</th> <th style="width: 30%;">Description</th> <th style="width: 20%;">Amount</th> </tr> </thead> <tbody> <tr> <td>25/10/2020</td> <td>000786</td> <td>EA Fitzgibbon Audit Fee</td> <td>Internal Audit</td> <td style="text-align: right;">£180.00</td> </tr> <tr> <td></td> <td>000787</td> <td>Sterndale Moor Community Task Force</td> <td>Christmas Tree</td> <td style="text-align: right;">£100.00</td> </tr> <tr> <td></td> <td>000788</td> <td>G. Boulton Garden Services</td> <td>Brandside memorial maintenance</td> <td style="text-align: right;">£260.00</td> </tr> <tr> <td></td> <td>000789</td> <td>SW Mansfield</td> <td>Salary/expenses</td> <td style="text-align: right;">£212.95</td> </tr> <tr> <td></td> <td>000790</td> <td>HMRC</td> <td>PAYE</td> <td style="text-align: right;">£3.20</td> </tr> <tr> <td></td> <td>000791</td> <td>PKF Littlejohn Audit Fee</td> <td>External Audit</td> <td style="text-align: right;">£240.00</td> </tr> <tr> <td></td> <td>000792</td> <td>C Green Plumbing</td> <td>Boiler service</td> <td style="text-align: right;">£130.00</td> </tr> </tbody> </table>				Date	Cheque No	Payee	Description	Amount	25/10/2020	000786	EA Fitzgibbon Audit Fee	Internal Audit	£180.00		000787	Sterndale Moor Community Task Force	Christmas Tree	£100.00		000788	G. Boulton Garden Services	Brandside memorial maintenance	£260.00		000789	SW Mansfield	Salary/expenses	£212.95		000790	HMRC	PAYE	£3.20		000791	PKF Littlejohn Audit Fee	External Audit	£240.00		000792	C Green Plumbing	Boiler service	£130.00
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**The following income was reported by the Clerk**

The Clerk has received and credited the following payments to the current account

Date	Received from	Description	Amount
28/08/2020	HPBC – Covid support	Business support grant	£10,000.00
18/09/2020	HPBC	Precept half year	£2,635.00
22/09/2020	HPBC	Precept add-on	£88.74
29/09/2020	RBS bank	Interest on bank balance	£1.22
30/09/2020	DET	Grant	£1,530.00

The electricity account is still in credit by approximately £54.00

The DET have made payments to HUQPC or direct to suppliers as follows; To be finalised – all data not yet available.

Please note all these payments are net, not including VAT

**Funds managed by the Parish Council for the Sterndale Moor Defibrillator**

Transactions on the Defibrillator Reserved Fund are £0.00  
**Defibrillator Reserved Fund** Balance is recorded as +£165.02

**Funds managed by the Parish Council for the Brandside Broadband Mast**

Transactions on the Brandside Broadband Reserved Fund are £00.00  
**Brandside Broadband Mast Reserved Fund** Balance is recorded as £150.00

06/01/21/05	<b>Planning Applications</b>
	<b><i>No objections to Dove Head Cottage planning application</i></b>
06/01/21/06	<b>Sterndale Moor</b>
	6.1) Rospa have not done playground inspection. Clerk to request that they do it now. 6.2) Big swing apparatus support needs attention as there appears to be rot starting on one of the wooden supports
06/01/21/07	<b>Parish Hall</b>
	7.1) There was a discussion regarding opening the hall for visitors again – it was resolved that it should not yet be opened or even a date set for re-opening as the Covid crisis still has a long way to run. Also the donation amounts expected now that the facilities are of a higher standard to be in the order of £150.00 per overnight stay as a minimum.
06/01/21/08	<b>Highways</b>
	8.1) Clerk to report potholes and subsidence of road between Dowlow and Sterndale Moor. 8.2) Rough road surface near slaughterhouse in Harpur Hill 8.3) Some of the drains have been cleared by Cllr A Bennett on Gambols Lane but there is still water running down the road.

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<b>06/01/21/09</b>	<b>Policies and Procedures</b>
	9.1) A discussion on whether the paddock gates at Brandside should be kept locked or open resulted in a 50/50 decision. The Chair used his casting vote to resolve that for now they should be kept locked. The Clerk suggested continued informal discussions between the Councillors to decide on the best policy.
<b>06/01/21/10</b>	<b>Correspondence</b>
	10.1) Bank account change for £1250 – leave till Covid crisis is all over.
<b>06/01/21/11</b>	<b>Any other business</b>
	11.1) The fire at Great Low Farm is being relit every night. The rubbish should be removed at the landowners expense to prevent this happening. Chair to contact Environmental Health Officer.
<b>06/01/21/12</b>	<b>Date and time of next meeting</b>
	Date set as Wednesday 6th January at 7:30pm on 2021. All meetings for 2021 set as; 7:30 pm start on 3 <sup>rd</sup> Feb, 3 <sup>rd</sup> Mar, 7th Apr, 5 <sup>th</sup> May, 2 <sup>nd</sup> Jun, 7 <sup>th</sup> Jul, 1 <sup>st</sup> Sept, 6 <sup>th</sup> Oct, 3 <sup>rd</sup> Nov, 1 <sup>st</sup> Dec. Will be by Zoom until further notice. The meeting was closed at 19:17 hours.