

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

**Minutes of the Parish Council Meeting held Wednesday 2<sup>nd</sup> November 2022**

**Present:** Parish Councillors: John Bennett (Chair), Ray Mellor(Vice Chair), , Michael Staden, Simon Oliver, Steve Wardle, Andrew Bennett.

Principal Councillors: None Members of the Public: Sarah Staden

Stephen Mansfield, (Clerk). Tarrah Staden (Assistant Clerk)

<b>02/11/22/01</b>	<b>Chairs Announcements, Apologies, Declarations of interest.</b>				
	1.1) Councillor John Bennett opened the meeting at 7:30pm. Councillor Linda Grooby had sent apologies. There were no declarations of interest.				
<b>02/11/22/02</b>	<b>Minutes of the previous meetings</b>				
	Minutes from the 6 <sup>th</sup> October 2022 meeting were approved by the meeting. The minutes were proposed as correct by Cllr Simon Oliver and seconded by Cllr Steve Wardle, unanimously agreed and signed by the Chair.				
<b>02/11/22/03</b>	<b>Matters arising and Public Speaking</b>				
	3.1) It was agreed that Councillor Simon Oliver would be added to the banking mandate as an account signatory. At the same time it was agreed that the Parish Council should move to online banking.				
	3.2) It was agreed that for the time being the white cabinet should continue to be used for storage of cleaning materials but when young persons were using the hall again it should be upgraded to a lockable COSHH approved unit.				
<b>02/11/22/04</b>	<b>Items of Account</b>				
	<b>Bank balance at 17<sup>th</sup> October 2022 = £23952.92</b>				
	Bank Payments & Cheques agreed and issued to date in October & November 2022				
	Date	Cheque Number	Payee	Item	Amount
	02/11/2022	000883	Rospa	Playground inspection	£96.60
	02/11/2022	000884	T. Staden	Assistant Clerk salary	£117.24
	02/11/2022	000885	S. Mansfield	Clerk Salary	£173.00
	02/11/2022	000886	T. Staden	Assistant Clerk expenses	£10.98
				<b>Total</b>	<b>£397.82</b>
	<b>The following income was reported by the Clerk</b>				
	The Assistant Clerk has received or noted the following payments credited to the current account				
	Date	Received from	Description	Amount	
	02/11/2022	Bullock Smithy Hike	Donation for use of hall. Clerk to enquire of them if all was OK?	£70	

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		Total	£70
	<b>Funds managed by the Parish Council for the Sterndale Moor Defibrillator</b>		
	Transactions on the Defibrillator Reserved Fund are		£0.00
	<b>Defibrillator Reserved Fund</b> Balance is recorded as		<u>+£165.02</u>
02/11/22/05	<b>Planning Applications</b>		
	<a href="#">Vodafone mast on Axe Edge is a consultation.</a>		
02/11/22/06	<b>Sterndale Moor</b>		
	6.1) Clerk to obtain quotation from Playdale Ltd for replacement s for damaged parts and installation of those parts in the playground.		
	6.2) Noticeboard delivered to Sterndale Moor Social Club not yet erected.		
02/11/22/07	<b>Parish Hall</b>		
	7.1) Planning advisor, Mr Rob Ford will visit next week. HPBC confirm that there is a grant available of up to £30k for the installation of disabled access facilities subject to approval.		
02/11/22/08	<b>Highways</b>		
	8.1) Rubbish bins at Booth top / Highedge. There is insufficient capacity and another bin is needed.		
02/11/22/09	<b>Policies and Procedures</b>		
	9.1) Parish Council to provide more grit bins?		
	9.2) Councillor Simon Oliver proposed an expenses claim form should be used for all extraordinary expenditure and each expense should be have prior approval by two or more Parish Councillors. This was considered to better for audit purposes and should replace retrospective approval as had been the case during Covid lockdown.		
02/11/22/10	<b>Correspondence</b>		
	10.1) Clerks newspaper – passed on to Chair		
02/11/22/11	<b>Any other business</b>		
	11.1) Clerk to order grit for Sterndale Moor grit bin ( Done next day- ordered from Markovitz – they will deliver grit in bags and place next to grit bin)		
	11.2) Clerk to obtain new hall bookings Diary for assistant clerks use.		
02/11/22/12	<b>Date and time of next meeting</b>		
	Next meeting to be held 7 <sup>th</sup> December 2022		
	The meeting was closed at 8:55 pm.		