



MORTON PARISH COUNCIL

**Minutes of the Meeting for Morton Parish Council held on Monday 10<sup>th</sup> June 2024, at 6:30pm in the Community Room at Morton Trentside School**

15-minute public forum – No members of the public in attendance.

Chairman, Cllr B Allison welcomed all to the meeting.

In Attendance - Cllr B Allison, Cllr Parry, Cllr C Allison, Cllr Butroid, Cllr Gott, Cllr King, C Graves (clerk).

1. Apologies For Absence – Cllr Youngman, Cllr Lightfoot – apologies noted and accepted.
2. Minutes of the Annual Parish Council Meeting and Annual Parish Meeting held on Monday 13th May 2024 – Both sets of minutes were proposed as a true and accurate record by Cllr Butroid. Seconded Cllr Gott.
3. Declarations of Interest – no declarations of interest noted.
4. Accounts – Monthly financial statement distributed prior to meeting. No questions. Proposed by Cllr C Allison. Seconded Cllr Butroid.
  - a) Audit of Accounts 2023/24 – Copies of annual internal audit report, Annual Governance Statement (section 1) and Accounting Statement (section 2) distributed prior to meeting, prior to submitting to external auditors PKF Littlejohn for the Annual Governance Accountability return (AGAR). Clerk also shared confirmation of the dates for public rights and provided a statement of financial affairs for year ending March 2023 including variances. Cllr Parry expressed concern that the statement of financial affairs did not accurately reflect the expenditure for clerking duties to cover meetings and minute taking in the clerk's absence. This had been included under salaries and Cllr Parry felt that this should be highlighted separately. Discussion also took place regarding the hourly rate and the clerk would look back on the records to confirm when this was agreed.  
Section 1 and 2 of AGAR signed off by Cllr B Allison following proposal by Cllr C Allison. Seconded by Cllr Butroid. Clerk to submit to PKF Littlejohn.  
Financial statement proposed by Cllr Butroid. Seconded by Cllr Parry.
5. Community Safety (Crime, Vandalism, Anti-Social Behaviour & Speeding)
  - a) SID Data – Data analysis would be provided every 3 months by Cllr B Allison and shared with the council accordingly.
  - b) New Crime Reports – Cllr Gott reported that a van had been broken into on Cross Street the previous week, Cllr B Allison had shared camera footage with the police. There had been an incident of fly tipping on Chapel Lane, however, Cllr C Allison reported that when she had a look the majority had been removed. Cllr Parry recommended that if there was a direct line to WLDC for reporting fly tipping this could be shared within the parish, as not everyone had access to Fix My Street. It was also felt useful that a leaflet containing all relevant useful numbers and contacts for reporting incidents could be put together to hand out at the Festival. Residents should continue to be encouraged to report any issues direct to the

relevant authorities. Due to the general election engagement with the police and crime commissioner's department had been quiet.

6. Playing Field & Shared Committee

- a) Playing Field Committee – Cllr B Allison reported that the next meeting would be held on 2<sup>nd</sup> July. The rabbits continued to be a problem and Cllr Gott provided details of a pest control company. As the Clerk had received no communication from the previous contact she would endeavour to obtain a further quote. Cllr Gott communicated that the Heras fencing was in hand and arrangements were made for Cllr B Allison, Cllr Gott and Cllr King to assess the Multi Use Games Area and check the lock up garage for potential storage. Clerk to liaise with J Wood and request a quote for maintenance and repair of goal mouth.
- b) Morton Festival 13<sup>th</sup> July – Cllr B Allison shared with council the amended Usage Agreement for the Community Facilities. This comprised of two documents, the first being a Customer Request form for the use of the Community Facilities and the second an Agreement for the Use of the Community Facilities which had been updated. The agreement was agreed in principle, however, after discussion Cllr B Allison would also include the following:  
Cars parked at the owner's risk  
No vaping on the premises of the community room/changing facilities  
Second contact details for the hirer.  
7-14 calendar days, not working days. Cllr B Allison to action. Proposed Cllr Butroid. Seconded Cllr C Allison. Clerk to share with Festival Committee. Cllr King requested that the clerk share this with our insurers. Clerk to action and arrange to be uploaded to the website. Cllr Parry reported that he had heard complaints that on evenings when the cricketers are practising (not Morton CC) other visitors to the field have been told it had been booked out. Clerk had received no complaints directly and it is booked for organised games only. Cllr B Allison reported that the clerk and himself had a meeting on Thursday with T Lomas, Asset Advisor from LCC.

7. Burial Ground

- a) Carriageway refurbishment – deferred to next meeting.
- b) Cremation plot extensions – deferred to next meeting.

8. Planning

- a) No new planning applications received. Cllr Butroid reported that the sale of Morton House did not include the land that had previous planning for housing.
- b) Important Open Space, Field Lane – Cllr Butroid and the clerk were in the process of trying to obtain historical evidence of when and who used the space for recreation. This was proving more difficult than anticipated as many of the older residents of Field Lane had moved on.

9. Village Environment

- a) Re-wilding Field Lane – Discussion took place, and it was felt that this project should progress. Cllr Butroid advised that autumn would be the optimum time to prepare the land.
- b) Fix My Street – June report circulated by Cllr B Allison.

10. Tyler Trust – no update, awaiting next meeting.

11. Village Hall Representative – Cllr C Allison provided a summary of the last Village Hall Committee meeting held on 29<sup>th</sup> May, where discussions included fundraising and damage to the newly

renovated floor. TPA was proving popular, and an additional date had been arranged. The next meeting would take place on 26<sup>th</sup> June. Cllr C Allison was thanked for her update.

12. Community Assets – Clerk to liaise with Cllr Gott to update asset register.
13. Policy Review – Clerk would provide schedule of policy reviews at the next meeting.
14. Councillor Vacancy – Clerk advised that a vacancy notice had been received and advertised following the resignation of James Ward. Cllr B Allison informed the council that the clerk had received the resignation of Cllr Youngman shortly before the meeting. Cllr Youngman had served the parish council for over 15 years and would be missed by all. Clerk to inform WLDC of vacancy.
15. Councillor Updates – Cllr B Allison reminded councillors that the next Litter Pick would take place on Saturday 6<sup>th</sup> July. There would be a service of Thanksgiving to Celebrate the Community at St Pauls Church on Sunday 14<sup>th</sup> July at 10.30 am. and Cllr C Allison had kindly agreed to provide a reading. All welcome. A service had taken place at St Pauls Church to commemorate D Day and Cllr B Allison had placed a wreath.
16. Items for Inclusion on next Agenda
  - a) Policy Review
  - b) Festival Site Plan
  - c) Meeting update with LCC Asset Advisor
17. Date and time of Next Meeting –Monday 8<sup>th</sup> July 2024 at 6:30 to be held at Community Room, Morton Trentside School.

Meeting closed at 8.06 pm.