

FLAGG PARISH COUNCIL

Clerk: Lesley-Ann Brown. Holly Cottage, Well Street Brassington, DE4 4HJ

Email: clerk.flaggparishcouncil@gmail.

Unapproved Minutes of the meeting of Flagg Parish Council, held in the Village Hall on Monday 11th March 2024.

Present: Cllr Morgan (Chair), Cllr Mycock (Vice Chair), Cllr Harris

Lesley –Ann Brown (Clerk). 2 members of the public.

03/24/1	Apologies for Absence Received from Cllrs Capper and Westwood								
03/24/2	Declaration of Interests None								
03/24/3	Public Speaking Observations regarding the state of the roads due to potholes were made. Highways have been informed, but progress with repairs is slow.								
03/24/4	Approval and Ratification of the Minutes of the previous meeting The Council resolved to approve the Minutes of the last meeting, held on 15 th January 2024 as a true record of that meeting. Proposer Cllr Morgan; Seconder Cllr Mycock.								
03/24/5	Approval of Terms of Contract for Clerk's Appointment Cllr Morgan presented the Clerk's contract. Item 9 Expenses was approved allowing £100 per annum as working from home allowance. Item 12 Pension (automatic-enrolment) was agreed as not applicable as the Clerk already receives a pension. The contract was approved and signed by Cllr Morgan and the Clerk.								
03/24/6	<p>Finance & Administration</p> <p>a) Bank Details Nat West bank have requested a copy of the signed Minutes as part of the process of including the Clerk into the mandate. Cllr Morgan will do this.</p> <p>b) Current Financial Statement The balance in the Nat West bank account as of 5th February was £2,901.96. Cllr Morgan agreed to forward the current financial spreadsheet to the Clerk</p> <p>c) Approval of Payments Due The following payments were agreed</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Clerk Salary February</td> <td style="text-align: right;">£ 107.84</td> </tr> <tr> <td>Clerk Salary March</td> <td style="text-align: right;">£ 107.84</td> </tr> <tr> <td>DALC annual subscription</td> <td style="text-align: right;">£ 88.38</td> </tr> <tr> <td>TOTAL</td> <td style="text-align: right;">£ 304.06</td> </tr> </table> <p>As Cllr Capper was not present to act as 2nd signatory, Cllr Morgan agreed to post the relevant cheques to the Clerk when 2 signatures had been obtained.</p> <p>d) Review & Approval of Standing Orders Standing Orders had been updated by the Clerk and forwarded to councillors by email. They were duly approved and signed by Cllr Morgan.</p> <p>e) Review of Risk Assessment. The current on-line Risk Assessment is in need of clarifying and updating in order to approve at the next meeting. Cllr Morgan agreed to undertake this. Cllr Harris agreed to take over defibrillator checks.</p> <p>f) Appointment of Internal Auditor This has been arranged through DALC at a cost of £145.00 + mileage. The Clerk will make the necessary arrangements.</p>	Clerk Salary February	£ 107.84	Clerk Salary March	£ 107.84	DALC annual subscription	£ 88.38	TOTAL	£ 304.06
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03/24/8	<p>Clerk's report & Correspondence</p> <p>A letter was received from Angelique Foster, Police & Crime Commissioner, asking whether Flagg would like to be included in a pilot Automatic Number Plate Recognition Scheme. Re-deployable cameras will be placed at locations where specific crime problems exist. Councillors agreed to accept and take part in the scheme.</p>
03/24/9	<p>Parish Matters & Maintenance</p> <p>a) Land issue Mrs Henderson-Hirst wishes to rent a small area of land, owned by Flagg Parish Council and known as Town End, for animal grazing. This was discussed and it was agreed to offer the land for one year at a peppercorn rent, on the basis that Mrs Henderson-Hirst will take responsibility for clearing the land and making good the boundary walls according to her needs. Subsequently an annual rental of £75.00 would be charged, to be reviewed annually. The Clerk agreed to draft a letter outlining the offer. The 3 Wayleave documents reviewed at the last meeting were discussed, as it appears that only Pipers Yard belongs to Flagg Parish Council. Cllr Mycock agreed to make enquiries and contact the Clerk if further information is needed.</p> <p>b) Fund Raising Cllr Harris suggested holding a Beer Festival and will make enquiries about charges for a Marquee, Toilets and Insurance. The Licence fee would be £39. Details will be discussed fully at the next meeting.</p>
03/24/10	<p>Date of next meeting</p> <p>This will be the Annual General meeting, followed by the Ordinary PC meeting and will take place on Monday 13th May 2024, starting at 6.30pm</p>