



**MINUTES OF CAYTHORPE PARISH COUNCIL MEETING**  
**Held in the Village Hall on Monday 28<sup>th</sup> November 2022 at 7.30 PM.**

A key for the Village Hall had to be found which delayed the start of the meeting to 19h45.

**Present:** Cllrs King, Duff, Ravenscroft, and Newman.

**In Attendance:** LJ Campbell (Clerk)

**Public Participation**

There were no members of the public present.

**055/22 To receive and accept apologies.**

Apologies were received and accepted from Cllr Cons.

**056/22 To receive and note declarations of interest.**

There were no Declarations of Interest.

**057/22 To accept the Minutes from the last meeting.**

The Minutes from the meeting held on 24<sup>th</sup> October 2022 were approved as a true record and signed by the Chairman.

**058/22 Matters arising:**

There were no matters arising.

**059/22 Time allocated for District Councillor Roger Jackson**

**060/22 Flood Warden report change**

Nothing to report. It was agreed to combine both flood and neighbourhood notices on future agendas as one item.

**061/22 Neighbourhood Watch report**

Nothing to report; see item 060/22.

**062/22 To discuss and agree on Village Hall matters**

Cllr Duff attended the Village Hall AGM and reported that two original committee members remain, and they have a New Chairman as well as two other residents on the Committee. A couple of matters were discussed including the possibility of the playing field project, they also thanked the PC for the donation towards their annual calendar; it was a positive meeting.

**063/22 Village maintenance and Highways**

Nothing to report.

**064/22 To receive monthly defibrillator report**

Cllr King will check the defibrillator and register it on The Circuit website.

**065/22 To discuss and agree action for outdoor activity area**

To defer – ongoing.

**066/22 Planning**

- a. Applications: 22/02067/FUL | Old Volunteer, first-floor extension – NO DECISION based on lack of information available; clerk to request further information and clarification from Planning.  
22/02121/FUL | Old Volunteer, retractable pergola system in beer garden – no response.
- b. Decisions: none at the time of setting the agenda
- c. To consider any applications received after publishing the agenda.

**067/11 Finances**

- a. Payments and Receipts: Payments totalling £295.90 plus £22.60 for plants were approved for payment.
- b. Bank Reconciliation: The PC approved the bank reconciliation which showed a balance of £11457.94
- c. To approve the Clerk's new pay scales – Deferred to January 2023
- d. To agree items for the 2023/24 budget: Cllrs will bring costings to the January meeting. Poppies x 30. Planters, coronation, noticeboard.

**068/22 To discuss and agree action re updating the website**

Ongoing.

**069/22 To discuss and agree Christmas event:**

It will be held in conjunction with the Village Hall Christmas Eve Carol Service which will be held by the Church and hosted by the Village Hall Committee.

**070/22 Correspondence received.**

All correspondence has been circulated electronically to Councillors upon receipt.

**071/22 Any Other Business**

The clerk confirmed that an Oak whip has been requested from NSDC.

**072/22 Date of next meeting**

The next meeting will be on 9<sup>th</sup> January 2023 at 7.30 pm in the Village Hall. Add to agenda: Budget/Precept, Clerk's salary scales, The King's Coronation, co-opting of new Cllr, Old Vol update and Village Hall.

**073/22** There being no further business, the Chairman closed the meeting at 20h40