

## Monthly Meeting of Great Lumley Parish Council

Held on Tuesday 5<sup>th</sup> December 2023 at 6.30pm  
Great Lumley Community Centre

### Present:

Cllr Phil Heaviside (Chair)  
Cllr Peter Brown  
Cllr Alan Bell  
Cllr Carol McAllister  
Christine Colledge (Parish Clerk)

Cllr Norman Foster  
Cllr Jeremy Whiting  
Cllr Anne Lambton

**In Attendance:** 2 members of the public

1.	<b>Apologies</b> Apologies for absence were received from Cllr Tim Robson, Cllr Hayley Park, Cllr Neil Bains & Cllr Mhairi Pugh.
2.	<b>Declarations of Interest</b> Cllr Jeremy Whiting item 6.1
3.	<b>Public comments</b> None
4.	<b>Minutes of the last meeting</b> Minutes from the previous meeting held on 7 <sup>th</sup> November 2023 were agreed and signed.
5.	<b>Matters arising from the minutes</b> None
6.	<b>Environment and Community</b>  <b>6.1 Millennium Green</b> – Cllr Phil Heaviside said that he had applied for funding however it was unsuccessful due to it being over subscribed. He has asked DCC for a SLA but to date has not heard anything, he will chase it up. Cllr Jeremy Whiting said that they looking at the option to hand back to Parish and are going to appoint a solicitor. MG are having difficulty removing a former trustee due to a former administrator resigning, Cllr Whiting has applied to be made an administrator however the Charity Commission is holding up the process. Cllr Phil Heaviside asked if an enquiry can be made with the other MG Trustee if funding could identified could MG confirm how much they match fund and to also look at other funding opportunities. <b>6.2 Play Park Improvements</b> – Cllr Alan Bell said that funding opportunities need to be looked at and applied for, any improvements need to be suitable for young and older children. <b>6.3 Festival 2024</b> – Cllr Alan Bell said that the 2 <sup>nd</sup> meeting had gone well and it was decided to hold a one-day festival on 6 <sup>th</sup> July 2024. Funding needs to be looked at. <b>6.4 Poppies 2024 and Wreath</b> – Cllr Phil Heaviside said to order 2 extra boxes (40) of lamppost poppies for 2024 and to order a wreath with a Parish Council centre piece. Christine to place order asap.

	<p><b>6.5 Feasibility Study for bowling green</b> – Cllr Phil Heaviside said that funding has been received however since the application costs have risen by £200, it was agreed that the Parish would pay the extra cost and to go ahead with the study.</p> <p><b>6.6 Letter Head and Logo</b> – Cllr Phil Heaviside said that the Parish logo and letter head need to be updated, Cllr Anne Lambton said that she could help with this and Cllr Norman Foster suggested involving the public with their ideas. This will be looked at in the New Year.</p>																																
<p><b>7.</b></p>	<p><b>Community Centre</b></p> <p><b>7.1 Groups</b> – Cllr Carol McAllister said that the groups and classes are running as normal.</p> <p><b>7.2 Asset Transfer</b> – Cllr Phil Heaviside said that DCC had visited the centre to carry out a roof survey, this was more than likely a rack survey. The transfer is moving along, it was agreed that the Heads of Terms will remain in order to allow the transfer to be completed. It was agreed that Cllr Phil Heaviside and Cllr Alan Bell will progress work related to the Asset Transfer and with the Solicitor. Works need to start before February to activate the planning application, work on the roof, heating, windows, electrics and asbestos removal will be the first stage. Cllr Carol McAllister mentioned the fees for the architect she said that an appointment letter stating the fees of £1500 plus VAT will be sent to Parish. Local companies will be invited to tender for the works.</p> <p><b>7.3 Gym Doors</b> – Cllr Phil Heaviside has been unable to receive any quotes, he is expecting to hear from a company that he has been in contact with. He will get quotes for 3 doors to make the space secure.</p>																																
<p><b>8</b></p>	<p><b>Accounts</b></p> <p><b>Income</b></p> <table border="0"> <tr> <td>Room Hire/Football</td> <td style="text-align: right;">2787.00</td> </tr> <tr> <td>DCC Funding F. Study</td> <td style="text-align: right;">6650.00</td> </tr> <tr> <td><b>Total income</b></td> <td style="text-align: right;"><b>£9437.00</b></td> </tr> </table> <p><b>Expenditure</b></p> <table border="0"> <tr> <td>Salaries</td> <td style="text-align: right;">1515.52</td> </tr> <tr> <td>Zoom</td> <td style="text-align: right;">15.59 (reimbursement to C. McAllister)</td> </tr> <tr> <td>HMRC Cumbernauld</td> <td style="text-align: right;">253.20</td> </tr> <tr> <td>DCC Rates</td> <td style="text-align: right;">1010.00</td> </tr> <tr> <td>DAY Contribution</td> <td style="text-align: right;">3750.00</td> </tr> <tr> <td>Lord Durham field rental</td> <td style="text-align: right;">180.00</td> </tr> <tr> <td>SEFE Gas</td> <td style="text-align: right;">44.72</td> </tr> <tr> <td>TV License</td> <td style="text-align: right;">159.00</td> </tr> <tr> <td>Premises Licence</td> <td style="text-align: right;">180.00</td> </tr> <tr> <td>Total Gas &amp; Power Electric</td> <td style="text-align: right;">22.12</td> </tr> <tr> <td>Reimbursement ( P.Heaviside)</td> <td style="text-align: right;">177.93(keys, lock, xmas lights/sections)</td> </tr> <tr> <td>British Legion Poppies</td> <td style="text-align: right;">60.00</td> </tr> <tr> <td><b>Total exp</b></td> <td style="text-align: right;"><b>£7368.08</b></td> </tr> </table>	Room Hire/Football	2787.00	DCC Funding F. Study	6650.00	<b>Total income</b>	<b>£9437.00</b>	Salaries	1515.52	Zoom	15.59 (reimbursement to C. McAllister)	HMRC Cumbernauld	253.20	DCC Rates	1010.00	DAY Contribution	3750.00	Lord Durham field rental	180.00	SEFE Gas	44.72	TV License	159.00	Premises Licence	180.00	Total Gas & Power Electric	22.12	Reimbursement ( P.Heaviside)	177.93(keys, lock, xmas lights/sections)	British Legion Poppies	60.00	<b>Total exp</b>	<b>£7368.08</b>
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	<p><b>Community Centre Income £2337.00</b>  <b>Expenditure £2726.84</b></p> <p><b>Parish Council Income £7100.00 (£6650 for Feasibility Study)</b>  <b>Expenditure £4641.24</b></p>
<b>9.</b>	<p><b>Personnel Sub Committee</b>  Cllr Carol McAllister said that there have been 4 applicants for the Clerk's position and to go ahead and arrange interviews. The interview panel will be Cllr Carol McAllister, Cllr Norman Foster and Cllr Anne Lambton if she is available dates for interviews will be arranged. Christine's last working day will be 20<sup>th</sup> December, Cllrs thanked Christine for her hard work over the last 2 years and wished her a happy retirement.</p>
<b>10.</b>	<p><b>Councillor Reports – to receive updates on specific areas of responsibility:</b>  Cllr Alan Bell said that the Allotment Association have suggested having a community garden and looking for an area to do this. Hedges around the village have been cut and Cambridge Drive hedge needs to be addressed. Digital Security a CIC Company had visited the Centre to provide advice but sadly the turn out had been poor. ASB outside the Centre had been addressed by the police. The Christmas Tree light switch on had been a success and well attended, the Parish Council would like to thank Darren and Amanda of TK Fencing for their help erecting the tree and for providing extra lighting.  Cllr Jeremy Whiting said that ASB had been quiet and it may be related to the bus strike, he said that extra security is present at a local business.  Cllr Peter Brown said that roads have been marked for repairs.  Cllr Phil Heaviside said that cud-de-sacs in Medway have been repaired complaints of areas around the drains have been addressed, in the New Year works will be completed and pot holes will be done.</p>
<b>11.</b>	<p><b>Planning applications</b>  None</p>
<b>12.</b>	<p><b>Correspondence</b>  Christine said that Michael Burdon had resigned as a Parish Cllr due to other work commitments. Cllr Phil Heaviside said that an email had been received to nominate individuals for the Royal Garden Party next year.</p>
<b>13.</b>	<p><b>Matters for information</b>  None</p>
<b>14.</b>	<p><b>Next meeting</b>  next meeting 9<sup>th</sup> January 2024</p>

Signed:

Date:

Councillor

Great Lumley Parish Council