

## LIGHTHORNE PARISH COUNCIL

Clerk to Lighthorne Parish Council: Laura Newberry  
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Dear Councillor,

You are hereby summoned to attend an Ordinary Meeting Of Lighthorne Parish Council. This will be a virtual meeting using Zoom at 7:30pm on Tuesday 9<sup>th</sup> February 2021, details to be provided on request and via the Parish Council e-mail list.

Laura Newberry, Clerk to Lighthorne Parish Council

### **AGENDA**

#### **1. Apologies**

- a. To receive apologies for absence
- b. To consider acceptance of apologies

#### **2. Declarations of interests and consideration of dispensation requests**

Councillors must declare their interest in items to be discussed. Any requests for dispensations must be applied for in advance.

#### **3. Acceptance of previous minutes**

#### **4. To consider appointing the Responsible Financial Officer**

5. **Public participation** – The public are asked to submit their questions in advance by email to [lighthornepc@gmail.com](mailto:lighthornepc@gmail.com) as this is a virtual meeting and responses will be included in the published minutes.

#### **6. Review of street lighting in the village, repairs and LED upgrades**

#### **7. Census 2021**

#### **8. Updated risk assessment**

#### **9. Review of insurance broker and policy**

#### **10. To consider adopting NALC standard financial regulations**

#### **11. To consider using Google Groups instead of eMailDodo**

#### **12. To consider assigning Councillors to specific LPC roles**

#### **13. Matters arising from the minutes and previous meetings**

- a. Safe path to the Sports Ground.
- b. Extending the 30mph speed limit beyond Oberry Fields.
- c. Update on Village Hall future spending requirements.
- d. Adoption of NALC template Standing Orders
- e. Update on resubmission of our 2019-2020 annual return.
- f. Update on replacement pump for The Broadwell.
- g. Update on tree maintenance adjacent to Village Hall.

## 14.Planning

### a. Applications for comment since last meeting

- i. 21/00012/LBC Yew Tree Cottage      Internal alterations

### b. Decisions to note since last meeting

- i. 20/03513/TREE      18-01-21      Hill Cottage, The Bank      Granted
- ii. 20/01654/REM      13-01-21      Land north of MM Lane      Granted
- iii. 20/03278/FUL      04-02-21      Pratts Farm      Granted
- iv. 20/03279/LBC      04-02-21      Prats Farm      Approved

### c. Enforcement

No issues to raise with SDC planners

## 15.Parish Council Reports - To receive reports on:

- a. COVID 19
- b. Playground
- c. Gaydon Community Forum
- d. GLH update

## 16.Reports from Ward Representatives of SDC and WCC – For information.

## 17.Financial Administration

### a. Lighthorne cash book balances

- i. Current account      £12,313.47
- ii. Allocated reserves account      £17,499.80
- iii. Total      £29,813.27

### b. Income since last meeting

- i. February rent from Pavillion Café      £690.00

### c. Expenditure since last meeting

- i. Erika Lilley – PC Xmas tree by Broadwell      £50.00 – paid
- ii. Wicksteed – playground inspection fee      £96.00 – pending
- iii. WALC training EOY finances – Andy Smith      £36.00 – pending
- iv. WALC training EOY finances – Laura Newberry      £36.00 – pending
- v. WALC training Purpose, People, Powers – Andy Smith      £15.00 – pending
- vi. WALC training Purpose, People, Powers – Mike Langhorn      £15.00 – pending
- vii. WALC training Clerk’s Toolkit – Laura Newberry      £18.00 – pending
- viii. Clerks wages – 41 hours @ £13.78 an hour      £564.98 – pending
- ix. E-ON street lighting      £357.42 – DD
- x. WCC Annual Street Lighting Maintenance Charge      £49.64 – pending
- xi. Water Plus water supply to sports field      £40.51 – DD

d. Agreeing accounts for payment

- i. To consider purchase of Arnold Baker - Local Council Administration £120.00
- ii. To consider allocating more of the currently unallocated reserves to specific reserves
- iii. To consider making quarterly VAT returns

e. To approve publication of annual return and supporting statement.

**18. Correspondence** – see attached list.

**19. Other reports and items for future agendas** – Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

**20. Date of next meeting:** Tuesday 9<sup>th</sup> March 2021 at 7:30pm via Zoom unless otherwise stated.

**MEETING CLOSES**