

**MINUTES TO A MEETING OF RISTON PARISH COUNCIL  
HELD ON WEDNESDAY 6TH NOVEMBER 2024 AT 7.00PM, AT  
VILLAGE HALL, LONG RISTON**

**Present;** Cllr RF Wilson (Chairman); RS Wilson; J Britton; J Aston M Khuri; S Rounding (Clerk); P Brown (Arrived Late 19:24)

**The Chair welcomes Members**

151. Received apologies. Cllr B Fenwick (Personal Appointment); Cllr D France (Work Commitments)

152. Received a Declaration of Pecuniary or Non-Pecuniary Interest – Cllr M Khuri 157K, Cllr RF Wilson 159H

153. Agreed to the minutes of the meeting held on the 2nd and 18th October 2024 – Proposed Cllr Khuri Seconded Cllr Britton, all in agreement.

154. Agreed to open the meeting to Ward Councillors and members of the public – 1 Member of the Public (Time is Limited to 10 Minute period where the public has an opportunity to raise matters of interest)

155. Planning Applications: Information circulated

- a. Notice of Refusal: Location – Land southwest of The Bay Horse Inn, Arnold  
Siting of 12 Static Caravans and Change of use of Land to Caravan Site (24/00032/REFUSE)

156. Correspondence for information and action

- a. ERNLLCA Newsletter - Circulated
- b. VE Day 80 – 8th May 2025 – Circulated, await to see if funding options are available.
- c. Request to continue supporting the Craft Club - The Parish Council discussed the continued use of the hall by the Craft Club. Due to budgetary constraints, it was agreed that the free use of the hall would no longer be possible. The Council expressed continued support for the Craft Club's activities and will explore other ways to assist the club, such as promoting events and providing funding guidance. Proposed Cllr RS Wilson Seconded Cllr J Aston All in agreement.

157. Minor Items for information and action

- a. Noted Village Hall roof update (Cllr RS Wilson) – Advised this is still an ongoing issue, to review and look into our options for maintenance requirements.
- b. Noted PFC Trustee Application Forms – Cllr Khuri advised the Council on some concerns of wording within his application form and has sought some reassurance from the Clerk before completing it, The Clerk is to seek external guidance on the application form.
- c. Village Pond - Agreed on the steps to take before the tidy up of the village pond by Councillors is started, Cllr Britton is to seek confirmation from environmental personnel before agreeing on the next steps. Proposed Cllr Brittan Seconded Cllr RS Wilson All in agreement.
- d. Received an update on the reduction of the hedge in front of the village hall, PFC is going to proceed with the work to reduce the hedge.
- e. Received an update on an outdoor electrical socket – In the absence of Cllr Fenwick the clerk provided the quote of £110 to install an isolated timer outdoor socket. Proposed Cllr J Britton Seconded Cllr RS Wilson All in agreement to proceed.
- f. Agreed to add the link to the PFC webpage to the Parish website, to show their ongoing fundraising Proposed Cllr P Brown Seconded Cllr J Aston All in agreement to proceed.
- g. Agreed to set up Direct Debit for the ongoing Annual cost of the Web subscription (This year was £230.40) – Proposed Cllr M Khuri Seconded Cllr J Britton All in agreement.
- h. Agreed to transfer website content control to Clerk – Proposed Cllr J Aston Seconded Cllr RS Wilson All in agreement
- i. Agreed to the Clerk creating a Parish Council Facebook page – Proposed Cllr P Brown Seconded Cllr J Aston All in agreement.
- j. Agreed on the setup of volunteer groups for working parties in the parish to be covered under the council insurance policy, Cllr Britton Proposed to setup the groups Seconded by Cllr P Brown All in agreement.
- k. Noted an offer to develop an area on the website for the Peter Nevill Trust, Cllr M Khuri to put together information and ideas to agree at the next meeting.

- l. Agreed to the ongoing website updates for new/additional amendments to walking routes Proposed Cllr J Brittan Seconded Cllr RS Wilson All in agreement.
- m. Agreed on arranging of the Service of Fire Alarm and full test, including inspection of the emergency lighting Proposed Cllr RS Wilson Seconded Cllr P Brown All in agreement.

158. Agreed on the Grant application form Including the following amendments and any additional:

- a. Agreed on the window and % of Grant requests we would award if applications exceeded the £1000 limit in this transition period. Agree when the transition period ends, and the Grant policy takes effect normally
- b. Appendix 2 states January, The Decision to award is January, but we don't meet in January so propose moving this to the February meeting. Also, in clause 6.2 refers to setting the budget in January but again this needs to be changed to February. Clause 4.1.1 mentions run to Jan, replace with February.

Proposed Cllr J Britton Seconded Cllr J Aston all in agreement that

1. That the window for applications be extended to the 31<sup>st</sup> January 2025
2. That the ceiling of £1000 be suspended during this transition phase. The transition phase will end 31.03.2025
3. All other requirements of the policy stand during this transition period.
4. All clauses of policy revert to standard practice 01.04.2024

#### Finance

- c. Agreed on the accounts and bank reconciliation to date Proposed Cllr J Britton Seconded Cllr P Brown All in agreement
- d. Agreed on the payments as per Schedule 2 Proposed Cllr J Britton Seconded Cllr J Aston All in agreement
- e. Agreed on the purchase of Parish Laptop Est Cost £500 Proposed Cllr M Khuri Seconded Cllr J Aston All in agreement
- f. Agreed on the purchase of a refurb phone and PAYG Sim Est Cost £100 + £10 PAYG Sim Proposed Cllr RS Wilson Seconded Cllr J Britton All in agreement.
- g. Approved the purchase of a real Christmas tree for the village hall – Proposed Cllr J Aston Seconded Cllr RS Wilson All in agreement
- h. Agreed on the adding Clerk/RFO to Bank Mandate and handing over Payment Control – Proposed Cllr RS Wilson Seconded Cllr J Britton All in agreement
- i. Agreed on the payment schedule for the remainder of the financial year – Proposed Cllr RS Wilson Seconded Cllr J Britton All in agreement
- j. Approved the following payments: Proposed Cllr P Brown Seconded Cllr RS Wilson All in agreement.

Scribe Accounts (Starboard Systems Limited) (November)	£14.40
Web Subscription (Annual fee) (Cllr Expense)	£230.40
Phil's Gardening Services – Grass Cutting	£168.00
Defib Pads x 2	£138
Village Hall Cleaning Supplies (Chair Expense)	£43.61

Meeting Closed: 20:38 – Signed as a true record

Chairman

Date