

# Timberland and Thorpe Tilney Parish Council Meeting Minutes (Draft)

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<b>Date</b>	Monday 17 <sup>th</sup> March, 2025
<b>Start time:</b>	19:00
<b>Close:</b>	20.51
<b>Meeting Location</b>	Timberland Village Hall
<b>Attendees:</b>	Councillors Lenton (Chair), Slater, Nash, Audis, Ayerst-Thompson and Ayerst Clerk – Kay Harvey
<b>Apologies for Absence:</b>	None

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## 1. Parishioner open forum

A representative from MATES attended asking for a donation to their organisation. MATES are Martin and Timberland Emergency Support group who were set up to offer support during COVID and have carried on organising community events for the two villages and support those that need it. They have asked for a £200.00 donation from Timberland Parish Council. This will be discussed in the finance section of the meeting.

## 2. Apologies for absence

None

## 3. Declarations of interest

None.

## 4. Minutes of previous meeting

Minutes of meeting on Monday 20<sup>th</sup> January 2024 were approved. (ensuring change of title for Cllr Whittle )

**Proposed: Cllr Slater, Seconded: Cllr Audis. All Agreed**

## 5 . District & County Councillor remarks

No Councillors attended the meeting, Cllr Kendricks monthly update is available on [Homepage – Timberland and Thorpe Tilney Parish Council](#)

## 6. Planning

The PC have been advised that ALL applications for the four applications - 'Farmland @ The Barn, Timberland'. Have been approved, Info can be found at [www.n-kevesteven.gov.uk/planningonline](http://www.n-kevesteven.gov.uk/planningonline)

## 7. Highways

- Road signs leaning against the B1189 crossroads have now been removed.
- The culvert at the bottom of Church Lane remains damaged with no one able to advise us of responsibility. Cllr Lenton has contacted Countryside Alliance who may be able to help. We await their response.

**Action: Cllr Lenton to chase Countryside Alliance for a response**

## **8 Standing Parish items**

### **8.1 Timberland Green**

- Cllr Audis has had the mower serviced at £115.00
- Cllr Nash has arranged some quotes for the area at the gate from the Church to the green. The first quote is approx. £187.70 plus VAT, this includes three 8ft sleepers, bulk bag or hardcore and one of gravel, woven geo fabric to stop weeds. Cllr Audis is going to investigate a quote too and we will discuss at the next meeting in May 2025.
- There is still an open enquiry regarding a private event on the green. The Clerk has noticed in the lease that the green can be used as a public event not a private.

**Action: Clerk to check the green lease to ensure we are allowed to adjust the pathway.**

**Action: Cllr Nash and Audis to get further quotes and report back.**

**Action: Clerk to provide contact information for the lease holder so Cllr Lenton can write to them and ask about private events.**

### **8.2 Timberland Village Hall**

- The Clerk has advised that there is no official demarcation document between the PC and the VH.
- The PC and the VH need to agree on each other's obligations in running the hall and create a good working relationship where the PC can support the VH as and where they require.

**Action: Cllr Lenton to further discuss on going relationship with the VH Chair and committee and look to create a document with clear recommendations.**

### **8.3 Grounds Maintenance**

- The Clerk has contacted LCC regarding the hedge cutting behind Bayfield Road and has been advised we are on the list. Will monitor this as the brambles can be at head height and grow fast.

### **8.4 Family fun Day 2025**

- FFD organisers have requested the £300.00 donation from the PC

**Proposed Cllr Slater and seconded Cllr Audis all agreed.**

- FFD bank balance currently stands at £1417.81 (not including £300.00 donation)

**Action: Clerk to transfer £300 to FFD bank account**

### **8.5 Emergency Planning**

Nothing to report

### **8.6 Social media**

- A full review of the Timberland website is ongoing. The PC would like the site to be simple, with current documents and links to relevant places.

**Action: All PC to review the website and send suggestions to the Clerk for updating.**

## **8.7 Parish Council**

- There is still one vacancy for a PC and new adverts will be designed and placed in notice boards and on website

## **8.8 Human Resources**

**Action: Clerk to contact LALC regarding expected salary increases in 2025**

## **8.9 Correspondence**

- Cllr Nash has now registered the new defib, the installation information is still outstanding from the Penny Farthing.
- The defib has now been fitted to the outside of the Penny Farthing Public house. The Clerk has confirmed that both Defibrillators are included in the PC insurance.
- Current Defib in phone box now has its replacement unit/battery and fully up and working.

**Action: Cllr Nash to contact British Heart Foundation and organise training.**

**Action: Cllr Slater to post to the PC Facebook page that we now have two working defib in village.**

**Action: Cllr Nash to provide installation info to British Heart Foundation when he has it.**

## **9 Finance Status Update**

### **9.1 Accounts Status / Finance update**

- Bank Balances – Community Account £2014.59, Reserve Account £8647.51 (inc £2003.71 CIL), Family Fun Day Account £1,417.81

### **9.2 Payments for Approval**

The following payments were discussed and agreed by the PC:

- Clerk Salary £480.40
- Clerk Expenses £20.00
- Litter Picker £91.52
- Cheque 100825 for HMRC £20.40
- Cheque 100826 for I Hodgson (mower service) £115.00

**Proposed Cllr Ayerst-Thompson, Seconded Cllr Nash, ALL agreed.**

MATES proposed £200.00 donation from PC,

**Proposed Cllr Ayerst, Seconded Cllr Audis, against Cllr Slater, payment agreed by rest of PC.**

## **10 Supplementary Items**

### **10.1 Email Addresses for PC**

- The PC have decided that all PC's should have a more suitable email address for the PC business and provide the Clerk with this and the password before the next meeting. As usual ALL PC correspondence should be conducted through the Clerk

**Action: Create new email addresses and forward details to Clerk.**

## **11 Agenda items for next meeting (19<sup>th</sup> May 2025)**

Meeting closed at 20.51