



## Molescroft Parish Council

### Minutes of the Molescroft Parish Council meeting held on Thursday 12<sup>th</sup> December 2024 at 7.00 pm in the Pavilion, Molescroft.

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**Present:** Cllr Mike Hildyard (Chairman), Cllr Elaine Aird, Cllr Pam Lockyer, Cllr Phil Briggs, Cllr Malcom Fleming, Cllr Margaret Pinder (from 7.50pm), Cllr Chris Coates, Cllr Paul Brayford and Cllr Adrian Costello (taking notes)

**2982 Apologies:** Cllr Chris Burrows (work) and Andrew Crabbe (illness)

**Resolved** Chair confirmed the meeting was quorate and welcomed Cllrs and visitors to the meeting.

**Point of Procedure** Cllr Hildyard stated that he wishes at some stage to give up the Office of Chair of the Parish Council - Cllr Pinder also advised that she was proposing to step down from the Office of Vice Chair due to other commitments, but will remain on the council.

Cllr Hildyard continued that he would remain in Office as Chair for the time being and requested Cllr Costello be the new vice chair. Agreed by councillors present and accepted by Cllr Costello.

**2983 Declarations of Interest (All)** - *To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.*

**Resolved** Chair asked Cllrs if they had any interests to be declared relevant to the meeting - none were raised.

**2984 Approval of the Minutes of the Previous Meeting** - *To receive and sign as a true record, the Minutes of the previous Parish Council meeting.*

Chair asked Cllrs if they had received and read the minutes of the last meeting – Cllrs in attendance confirmed this was the case and amendments were duly carried out

**Resolved** Chair signed the minutes as true and correct.

**2985 Action Log (All)**

**Resolved** Deferred to the January meeting in the absence of the Clerk

**2986 Update from Ward Councillor** - *Ward Councillor to update on current issues and discuss any concerns raised by the Parish Council.*

No Ward Cllrs were in attendance

Post Meeting Note – Ward Cllr Healey advised he had not received notification of meeting – the Clerk confirmed notification had been sent, however in future he agreed with the Chair that he would copy the Ward Cllrs into the main summons sent to Parish Cllrs.

**2987 Correspondence Received/Actioned (Clerk)** - *To discuss and agree actions for correspondence received.*

Cllr Lockyer received an email from the friends of Longcroft School requesting council assistance in providing book tokens for the winners of a creative writing competition.

**Resolved** Council agreed the sum of no more than £100 for multiple tokens (i.e. first second third) but £50 for a single winner.

**2988 Payment of Accounts (Clerk)** - *To agree and authorise the payment of accounts for October and show payments made in August to September with bank reconciliations*

Procedural Note: It was duly noted that the Clerk as Financial Officer was absent, however Cllrs had previously received the accounts report, bank reconciliation and a list of payments to be approved at the December meeting. It was noted that the Clerk was still identifying payments taken directly from the account with only one item remaining which required explanation. Clerk was endeavouring to resolve this before the January meeting

**Resolved** Cllrs approved the list of payments to be made at the December meeting and the accounts can be found as Appendix 2

**Resolved** Discussion took place about Assistant Pavillion Manager's pay rise. Living wage is to increase by 6.7% from April 2025.

**Post meeting note** Clerk had previously been instructed to increase the Assistant Managers salary in line with other employees in the Parish Council (including back pay) in accordance with the National Joint Council Agreement, however Cllrs agreed he should remain in the NMW framework as he would receive a greater percentage increase.

**2989 Finance Committee Report - *To provide updates following any meetings of the Finance Sub-Committee.***

The finance committee meeting on the 4th December was to discuss the precept for the following year. The committee could find no justification to raise the precept.

**Resolved** Cllrs agreed that due to the ongoing cost of living crisis, Molescroft Parish Council will not be raising its precept for the year 2025/26

**Ongoing** The finance committee will meet January 2025 to set the following years budget.

**2990 Planning Applications (Clerk)**

**Resolved** Planning applications had been previously sent to Cllrs and formal observation(s) made. These can be found as appendix 3

**Matters Arising**

**2991 Proposals for a Freedom of the Parish Award to recognise and celebrate volunteers in the Molescroft Parish - *Cllrs consider proposals to issue a Freedom of the Parish scroll as part of recognition of volunteer(s) efforts in the community – Clerk to provide templates for Cllrs to consider at the meeting***

A commemorative Freedom of the Parish Scroll had been previously sent to Cllrs with a view to introduce these as a pilot for the retiring headmaster of the local school. The 'Freedom of the Parish' Scrolls could then be introduced as part of a wider scheme to recognise the efforts of people in the community

**Resolved** Cllrs agreed to introduce the scheme and furthermore would like the following words on the scroll

"This scroll is presented to Headteacher Mr Michael Loncaster in appreciation of the inspiring work he has carried out at Molescroft School over many years. A contribution that has been outstanding in promoting the parish as a positive location for the education of the children and establishing a solid foundation for future learning and positive life experiences".

**2992 Annual Return for 2023-2024 - *Clerk to continue to update on addressing the exemptions outlined in the final audit report – also Cllrs to consider a date for an interim audit following the decision to hold an preliminary internal audit, (prior to the main internal audit in March 2025.***

**Ongoing** Councillors noted the continuing work of the clerk in addressing the exemptions outlined in the final report – date for an interim audit to be discussed at the January meeting.

**2993 Condition of Notice Boards in the Parish - *Considering a recent report which identified most noticeboards were letting in water, Cllrs to consider a replacement programme including costs and types, and suitability of current locations***

Following the recent audit of noticeboards in the Parish, most of which had some form of issue – see minutes of November 2024 - Cllrs duly discussed and concern were raised that some of the notice boards were not very old and had already become unusable. In summary, Cllrs agreed to the following:

- a. To investigate the replacement of the single notice board near Molescroft shops and have it replaced by a double one, to accommodate the history board.
- b. To remove the notice board on the wall near to the Molescroft Pub
- c. Close the notice board on Lockwood Road, near to the doctors surgery, due to H&S issues and investigate the removal and replacement near to the bus stop on Lockwood Road.
- d. Retain the one on Copandale Road.
- e. Retain the one near to the primary school.

**Ongoing** As above

## **New matters**

**Resolved** No new items were listed for discussion at the December meeting

### **2994 Feedback from meetings attended.**

#### **1 Website Meeting**

Following concerns that it was taking some considerable time to update basic information on the website, Cllr Hildyard has attempted to speak to Indicoll, the web site provider, by phone and has emailed them and had no reply. Eventually found their new premises and it looks like the person responsible for our account works from home. Cllr Hildyard has requested that we have the passwords so we can make additions to the website ourselves and has yet had no reply from Indicoll. It does however look like the website has been brought up to date.

**Resolved** The council agree that the clerk requires the passwords so he can access and update and make necessary changes more quickly.

**Resolved** Clerk is requested to see if we have a copy of the original contract and the service level agreement. (apparently set up by Eve – a previous clerk)

#### **2 Molescroft wildlife network**

A briefing note was produced and circulated to all councillors prior to the meeting

MWN will soon commence the coppicing of the Millenium wildlife Haven in line with the management plan. Letters of permissions from Network Rail, Northern Power Grid and ERYC to be applied for. Cllr Costello requested the council to grant permission for this work to be carried out once the necessary permission letters had been produced.

Council agreed that the councillors on the working group (Costello, Lockyer, Aird, Flemming) could grant the council's permission on completion of the necessary permissions being granted.

The MWN requested permission for the use of the pavilion on November 1st 2025 from 0930-1630 for their annual event free of charge. This was agreed and Cllr Costello will book through Andrew S.

#### **3 Molescroft Primary School**

Cllr Lockyard and Flemming met with Michael Lancaster (outgoing head) and Bethan Nicholls (new head). Mr Lancaster thanked the parish council for the support it had given him and the school during his tenure as head teacher.

### **2995 Items for Next Agenda (All)**

#### **1 Capital Project Schemes**

Cllr Hildyard requested councillors to bring ideas to the January meeting. Areas that were discussed were

- a. Lockwood road play area – draining of the field for the use of football
- b. Play area on rosemary walk – previously a park but has been removed by ERYC but never replaced. All that remains is 2 small swings.
- c. Tiny forests initiative.

**Ongoing** Further work to be carried out before January.

#### **2 Community Grant scheme**

Cllr Costello will look at the suggested policy advised by the Clerk, taking into account the comments of the Councillors and report to council at the next meeting in January.

**Next meeting** Thursday, 16<sup>th</sup> January 2025.

**There being no further business, the Chair closed the meeting at 2025**

Signed *Mike Hildyard* (Chairman) Date *January 2025*  
Mike Hildyard