



OFFICIAL MINUTES OF A MEETING OF THE L.A.P COMMITTEE OF SHERBURN IN ELMET PARISH COUNCIL

Monday, 22 November, 2022

Present: Cllrs Baumann, Limbert, Platts and Thwaite,

Staff: The Clerk and the Locum

Also Present: District Councillor Packham and 1 member of the public

Late arrivals

Early Departure Cllr Platts 8.55

MINUTES

ITEM 1.	<p>Election of Chairman and Vice-Chairman</p> <p>a) Election of Chairman to the Land and Premises Committee RESOLVED:- that Councillor Thwaite be elevated to Chair of the Land and Premises Committee.</p> <p>Cllr Thwaite took the Chair from this point onwards.</p> <p>b) To consider the election to Vice-Chairman of the Land and Premises Committee RESOLVED:- that Councillor Limbert be elevated to Vice Chair of the Land and Premises Committee. Unanimous</p>
ITEM 2.	<p>To consider Apologies for inability to attend the meeting Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are accepted.</p> <p>RESOLVED:- Apologies were i) received and noted from Councillor Alexander Unanimous ii) the committee accept the reason for absence. Unanimous</p>
ITEM 3.	<p>Dispensations Council is asked to discuss any written requests for dispensation the Clerk has received from Councillors.</p> <p>None</p>
ITEM 4.	<p>Declarations of Interest Members to declare any interest they may have in agenda items that accord with the requirements of the relevant authorities (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464) (NB this does not preclude any later declarations).</p> <p>Cllr Limbert declared an interest with White Rose (the Locum Clerk clarified for the item pertaining to leases)</p>
ITEM 5.	<p>Public Speaking</p> <p>None wished to speak</p>
ITEM 6.	<p>To approve as a correct record and sign by the Chair Minutes of the meeting held on :-</p> <p>The committee considered the minutes of 14 October 2019, but these were the wrong minutes, as they have already been approved. There were several meetings in 2020.</p>

<p>ITEM 7.</p>	<p>To receive and note for discussion the reports from Align, Asset Valuations and Insurance Costings Report</p> <p>a) Summary of Asset Valuations and reinstatement costs for PC assets Cllr Platts advised that the reported gave 3 different value figures, the building value, land value and also the asset value. Within the building schedule there are detailed works for Eversley Park and White Rose, listed in order of urgency.</p> <p>b) Eversley Park Centre – building works schedule The amount for the urgent repairs to EPC is £12,475 and essential to be carried out within 2 yrs £19,445. Over a decade the building works total £143,995. The assumption being that the PC are responsible for the external aspect of the building. It was suggested that the items are considered case by case. The Clerk has liaised with the EPC manager with Cllr Platts offering to set up a meeting to explain the report. It was suggested we move to undertake the priority 1 works for the guttering, fascias, soffets and roof Structure of the EPC.</p> <p>RECOMMEND: that Cllr Holmes works with the Deputy Clerk to obtain quotations for the priority 1 works at the Eversley Park Centre.</p> <p>FURTHER RECOMMEND:- that the Council make a commitment out of this year’s budget (emergency fund) and put repairs and maintenance into the budget for next year 22-23 and review it at the end of the year.</p> <p>c) White Rose Club House, Finkle Hill – building works schedule The amount for the urgent repairs to WR is £1,250, and essential to be carried out within 2 yrs £4,000. Over a decade the building works total £150,230. The assumption being that the PC are responsible is for the external aspect of the building. Cllr Limbert, the WR chairman advised that there were no surprises in the report and suggested the sports club were fine for now.</p> <p>Cllr Platts advised that the PC may wish to verify the figures in the report. It was proposed that we would need to involved the stakeholders as this may have an impact on the leases. It was suggested that we get clarity on what we are legally obliged to do and can then decide what we should do as a council</p> <p>d) Impact of lease agreements on sinking fund commitments by the Parish Council Councillors advised that current leases indicated that the PC was not responsible, but that there had been many side agreements put forward over the years that formed.</p> <p>The Committee agreed the sinking fund table for council’s approval as attached to these minutes.</p> <p>e) Impact of report on Insurance risk schedule The Clerk confirmed that the insurance had been updated with the revised costs for the assets of the Parish Council following the report by Align.</p>
<p>ITEM 8.</p>	<p>To receive and note for discussion the Sinking Fund for Land and Premises</p> <p>a) Known financial commitments towards repairs and maintenance of parish council owned land / assets in the parish.</p> <p>The committee agreed the tables of figures as for council’s approval as attached to these minutes.</p> <p>RECOMMEND:- that council match fund the grant from SDC with £10,000 for the Rugby Gym Nem con</p> <p>FURTHER RECOMMEND: That this £20,000 is ear marked. Unanimous</p> <p><i>Cllr Limbert offered to support the Rugby Members for grant funding applications.</i></p> <p>FURTHER RECOMMEND: That for the allotments i) £10,000 is put into Ear Marked Reserves towards the allotment shed. ii) £1,500 is set aside as an annual top up Unanimous</p>

	FURTHER RECOMMEND: That the £500 received for the hire of the field for the Fair, is put into Ear Marked reserves for Youth Unanimous
ITEM 9.	To receive and note for discussion the Ear Marked Reserves a) Known financial commitments to one-off projects for any parish council owned Land and Premises in the parish It was agreed that this item overlapped with the item above and the chair moved to the next item
ITEM 10.	To consider the co-ordination of current and future project management for specific one off LAP projects. This has already been covered above and as such the chair moved to the next item.
ITEM 11.	To consider the co-ordination of current and future project management for specific one off LAP projects. This has already been covered above and as such the chair moved to the next agenda item
ITEM 12.	To note the update on the review of the lease agreements of land and premises in the ownership of the Parish Council. RECOMMEND: to council that a full lease review be undertaken starting straight away. Unanimous
ITEM 13.	To consider the ROSPA reports and any recommendations from 2021/2022. The Chair moved that this item had already been to Full Council with the recommendation that Cllr Brook and the Asset Maintenance Manager approach ROSPA to enquire why there were differences in the reports for White Rose. Cllr Limbert, the White Rose Chairman advised that Cllr Brook had already spoken to ROSPA and that a new report would be written and circulated. The Committee received and noted the verbal report.
ITEM 14.	To note suggestions and recommendations to Full Council from the LAP Committee to enable accurate budgeting for the financial year 2022-2023. As this has already been covered above the chair moved to close the meeting

Outside of this agenda members raised the date of the next meeting and suggested that another is called next month.

The meeting ended at 8.55pm

Signed by the Chair

Date

These minutes were taken by the Clerk

DRAFT