

Little Paxton Parish Council

*Clerk of the Council: Mrs. J Gellatly, 11 Hayling Avenue, Little Paxton, St Neots PE19 6HG)
(Telephone: 01480 470193 e-mail:clerk@littlepaxtonparishcouncil.gov.uk)
(Website: www.littlepaxtonparishcouncil.gov.uk)*

To members of the Council:

You are hereby summoned to attend the virtual Zoom meeting of the Full Council on **Thursday** 3rd December 2020 at **7.30pm** for the purpose of transacting the following business.

Members of the public and press are invited to attend.

AGENDA

Join Zoom Meeting

<https://us02web.zoom.us/j/89981493055>

Meeting ID: 899 8149 3055

958. Apologies for absence.

959. Members' declaration of Disclosable & Non Disclosable Pecuniary interest for items on the Agenda.

960. To receive written requests for new Disclosable Pecuniary interest dispensations- to receive a verbal report from the Clerk.

961. Public Forum.

962. Report from District & County Councillors.

963. To approve the Minutes of Full Council meeting dated 19th November 2020.

964. Matters arising from previous Minutes (No decisions).

965. Coronavirus Parish Council Business Continuity Plan.

(i) To agree to restart the Planning Rota.

966. Parish Council Office Advisory Group- to receive a report from the Advisory Group.

(i) To agree location of the Parish Office.

(ii) To agree specification for the architect.

(iii) To agree to obtain quotations from architects.

(iv) To agree source of funding for a Project Manager/Architect.

967. HDC Community Infrastructure Levy(CIL) 2020- Applications for CIL

(i) To agree funding amount (MinFC05Nov20).

(ii) To agree action.

It is hereby resolved in accordance with section 1(2) of the Public Bodies (admission of Meetings) Act 1960 that as publicity would be prejudicial to the public interest by reason of confidential nature of the business to be transacted at Agenda **Item 968** It is advisable in the public interest that the Public & Press be temporarily excluded from this meeting and they are herewith instructed to withdraw.

968. To a review the revised tenders for the Churchyard wall repairs.

(i) To agree action.

969. To review, amend and approve the draft Budget for 2021/2022.

(a) To agree the general capital & council projects (note 43).

(b) To agree to budget £869 HDC Children's activities, £280 Children's poster competition, £100 Community Litter Pick, £360 CPAD Awareness session (note 50).

(c) To review & agree reserves (note 51).

(i)To agree to budget to increase the Equipment Renewal reserve by £2,100.

(ii)To agree to budget to increase the Playground Equipment Reserve by £2,100.

(iii)To agree to budget to increase the Cemetery Reserve by £2,100.

(iv)To agree to budget to increase the General Reserve £6,100.

(d) To agree action.

(e) To approve the Budget for 2021/2022.

970. To agree the Precept for 2021/2022.

971. To agree a S137 donation of £200 to St. Neots Museum payable 1st April 2021.

972. To agree to book The Connections Bus for summer visits 2021.

973. To amend, review & adopt the Cemetery Charges.

974.To receive the Financial Statements as at 13th November 2020.

975. To receive the Profile Financial statement for Quarter 2 as at 30th September 2020.

976. To review, amend & adopt Grant Policy.

977. To review, amend & adopt QEII Playing Field Policy & Conditions of Use.

978. To review, amend & adopt the Grievance Policy.

979. In compliance with Financial Regulations adopted 03/10/19 (Reg 2.2) Cllr P. Law & Cllr N Muhlhausen has signed and initialed the Council bank reconciliations and bank statements as evidence of verification as at 13th November 2020. Information only.

980. To approve payments December 2020.

(Bill payment BP, Direct debit DD, Cheque CHQ, Standing Order SO)

Invoice	Budget heading/ Cost Centre	Tran	Net	VAT	Gross
---------	--------------------------------	------	-----	-----	-------

Mr Keating refund rent overpayment- BP	Allotment Expenses	4075	£17.10	£0.00	£17.10
BT Business -Council broadband package 1Oct-31Dec DD	Office- Broadband	4077	£104.97	£20.99	£125.96
Little Paxton Village Hall- Flood lights electricity 26 Aug20 –1Nov 20 BP	Flood lights electricity	4078	£76.35	£3.82	£80.17
Little Paxton Village Hall- Pavilion electricity 30Mar20 –1Nov 20- BP	Community Pavilion electricity	4079	£108.66	£0.00	£108.66
St. James Church- Churchyard maintenance 1-30 th November- BP	Churchyard maintenance	4080	£50.00	£0.00	£50.00
Lonsdale Direct Solutions- Village Views Winter - BP	Newsletter printing	4081	£485.80	£0.00	£485.80
Salaries Oct20– two employees BP	Salaries	4082/ 4083			
HM Customs- PAYE/NI Oct BP	Salaries	4084			
CCC Pensions- Pension contributions Oct20 BP	Salaries	4085			
Mrs J. Gellatly- Clerks Expenses Oct20 BP	Office- Home working allowance	4086	£26.00	£0.00	£26.00
Anglian Water – Allotment water supply 09Aug-08Nov20 DD	Allotment Water Charges	4087	£94.26	£0.00	£94.26

981. Information

Date of next meeting Thursday 17th December 2020 7.30pm.

Jenn Gellatly

Mrs Jennifer Gellatly
Parish Clerk/Proper Officer
27th November 2020

Notes

1. Disclosable Pecuniary Interests

(1) Members are required to declare any disclosable pecuniary interests and unless you have obtained dispensation, cannot discuss or vote on the matter at the meeting and must also leave the room whilst the matter is being debated or voted on.

(2) A Member has a disclosable pecuniary interest if it -

(a) relates to you, or

(b) is an interest of -

(i) your spouse or civil partner; or

(ii) a person with whom you are living as husband and wife; or

(iii) a person with whom you are living as if you were civil partners and you are aware that the other person has the interest.

(3) Disclosable pecuniary interests includes -

(a) any employment or profession carried out for profit or gain;

(b) any financial benefit received by the Member in respect of expenses incurred carrying out his or her duties as a Member (except from the

Council);

- (c) any current contracts with the Council;
- (d) any beneficial interest in land/property within the Council's area;
- (e) any licence for a month or longer to occupy land in the Council's area;
- (f) any tenancy where the Council is landlord and the Member (or person in (2)(b) above) has a beneficial interest; or
- (g) a beneficial interest (above the specified level) in the shares of any body which has a place of business or land in the Council's area.

Non-Statutory Disclosable Interests

(4) If a Member has a non-statutory disclosable interest then you are required to declare that interest, but may remain to discuss and vote providing you do not breach the overall Nolan principles.

(5) A Member has a non-statutory disclosable interest where -

(a) a decision in relation to the business being considered might reasonably be regarded as affecting the well-being or financial standing of you or a member of your family or a person with whom you have a close association to a greater extent than it would affect the majority of the council taxpayers, rate payers or inhabitants of the ward or electoral area for which you have been elected or otherwise of the authority's administrative area, or

(b) it relates to or is likely to affect a disclosable pecuniary interest, but in respect of a member of your family (other than specified in (2)(b) above) or a person with whom you have a close association, or

(c) it relates to or is likely to affect any body –

(i) exercising functions of a public nature; or

(ii) directed to charitable purposes; or

(iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a Member or in a position of control or management and that interest is not a disclosable pecuniary interest.