

# 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 meeting of the **Full Council** on Thursday 5<sup>th</sup> August 2021 at **7.00pm at the meeting room in Little Paxton Village Hall, Little Paxton** for the purpose of transacting the following business.

**Members of the public and press are invited to attend.**

## **AGENDA**

**162.** Apologies for absence.

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

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

**165.** Public Forum.

**166.** Report from District & County Councillors.

**167.** To approve and sign the Minutes of Full Council meeting dated 15<sup>th</sup> July 2021.

**168.** Matters arising from previous Minutes (No decisions).

**169.** Coronavirus Parish Council Business Continuity Plan.

(i) To agree action.

**170.** Planning Applications received from HDC.

(i) 21/01531/HHFUL 28 High Street, Little Paxton PE19 6EY- Proposed first floor extension over existing garage/vestibule.

(ii) 21/01622/HHFUL 1 Beeson Close, Little Paxton PE19 6NE - Proposed single storey rear extension.

- 171.** Planning Applications approved by HDC since last meeting. Information only.
- (i) 21/00426/HHFUL 32 Gordon Road, Little Paxton – Proposed single storey side rear extension.
  - (ii) 21/00962/TREE 40 Mill Lane, Little Paxton PE19 6LS- T1- Sycamore fell in poor health T2- Lime reduce low branches by 3m – rot in branches, T3 Lime Lateral prune branches away from house by approx. 2 m- excessive shading.
  - (iii) 21/01012/TREE 9 St. James Road, Little Paxton PE19 6QW- T1, T2 and T3 Lime trees: Remove epicormic growth and prune around phone lines to give 1 metres clearance.
  - (iv) 21/00677/HHFUL 15 Manor Close, Little Paxton PE19 6QE- Proposed ground floor extension.
  - (v) 21/00582/HHFUL 40 Mill Lane Little Paxton PE19 6LS- Erection of gazebo shelter to jacuzzi and summerhouse in rear garden.
  - (vi) 21/01207/HHFUL 24 Park Drive Little Paxton St Neots PE19 6NR-Proposed single storey extension to the rear of the property.
- 172.** Liaison meeting Little Paxton Quarry- to receive a verbal report from Cllr M. Whale.
- 173.** To receive a verbal report from the Cricket representative.
- 174.** Demand Response Transport plans for the West of Huntingdonshire- to receive a verbal report from Cllr. K. Bishop.
- 175.** Autumn Flower & Vegetable Show Saturday 11<sup>th</sup> September- receive a written report from the advisory group.
- (i) To agree action.
- 176.** To review, amend & adopt the Risk Management Policy- to receive a written report from the Advisory Group.
- 177.** To review, amend & adopt the QEII Playing Field & Children’s Play Park Management Plan 2021- 2026.
- 178.** To review, amend & adopt the QEII Playing Field & Children’s Play Park 2021- 2026 Management Plan by Activity.
- 179.** To review Council projects for 2021/2022- Proposed office & public toilet to receive a verbal report for the Clerk.
- (i) To agree action.
- 180.** Source of funding for the proposed office & public toilet project- to receive a verbal report from the Finance Advisory Group.
- (i) To agree in principle to apply to Public Works Loan Board for funding for the office/toilet.
  - (ii) To agree action.
- 181.** To review Council projects for 2022/2023 (MinFC03Jun21) Local Highway Improvement Scheme- Improvements to widen the pedestrian access at Chestnut Walk onto Little Paxton Lane.
- (i) To agree to include the provision of a dropped kerb at Little Paxton Lane opposite the Chestnut Walk footpath exit.
  - (ii) To agree financial contribution towards the scheme.

**182.** Overnight parking in the village hall car park- to receive a verbal report from the Clerk.

(i) To agree action.

**183.** To review Council projects for 2021/2022- Proposed cemetery extension- to receive a verbal report for the Clerk.

(i)To agree action.

**184.** To receive the Financial Statements as at 15<sup>th</sup> July 2021 Month 4. Information only.

**185.** To receive the Financial Budget Comparison for Quarter 1 (1<sup>st</sup> April-30<sup>th</sup> June 2021). Information only.

**186.** In compliance with Financial Regulations adopted 05/5/21 (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 15<sup>th</sup> July 2021. Information only.

**187.** To approve payments for August 2021.

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

Invoice	Budget heading/ Cost Centre	Tran	Net	VAT	Gross
Mr S Steward- Return Allotment gate key deposit- BP	Return allotment gate key deposits	4205	£5.00	£0.00	£5.00
Mrs J Oxenham Think Local Community page Aug21 BP	Magazine Community Page	4206	£100.00	£0.00	£100.00
Hire or Buy Group Ltd- Maintenance materials- BP	Maintenance & Equipment rental	4207	£173.67	£27.13	£200.80
Mrs J Matheson- Tesco Stores plc- flowers BP	Paxfest	4208	£14.16	£2.84	£17.00
Mrs J Matheson- Arthur Ibbett Ltd- Wasp spray- BP	Allotment Expenses	4209	£4.46	£0.89	£5.35
BT Infinity- BT Mobile broadband 1-31July21- DD	Office- Broadband	4210	£5.45	£1.09	£6.54
Dream Clean Services Ltd- Paxfest contract cleaners- BP	Paxfest	4211	£102.99	£20.60	£123.59
Hire or Buy Group Ltd- Maintenance materials- BP	Maintenance & Equipment rental	4212	£30.99	£6.20	£37.19
Cambridgeshire & Peterborough Association of Local Councils- Chairman Training- BP	Training	4213	£50.00	£0.00	£50.00
BT Business- Council phones 1Jul21- 30Sept21- DD	Office- Council phones	4214	£104.97	£20.99	£125.96
Salaries July 21– two employees BP	Salaries	4215/ 4216	£3570.51	£0.00	£3571.51
HM Customs- PAYE/NI July BP	Salaries	4217	£1281.97	£0.00	£1281.97
CCC Pensions- Pension contributions July 21 BP	Salaries	4218	£1306.51	£0.00	£1306.51

Mrs J. Gellatly- Clerks Expenses July 21 BP	Office-homeworking allowance	4219	£26.00	£0.00	£26.00
St James Church- Churchyard maintenance 1-31 Aug 21- MinFC03Dec20-BP	St. James Churchyard Maintenance	4220	£57.50	£0.00	£57.50
Little Paxton Village Hall- Autumn Flower Show hall hire- BP	Reserves-Lottery Meeting room hire	4221	£264.40	£0.00	£264.40
Little Paxton Village Hall Bands in the Park hall hire14Aug- BP	Capital projects- Bands in the Park	4222	£100.00	£0.00	£100.00
Little Paxton Community Pavilion- Autumn Flower Show pavilion hire- BP	Meeting room hire	4223	£50.00	£0.00	£50.00
Little Paxton Community Pavilion- Children's Sports Activities 27July- BP	Meeting room hire	4224	£25.00	£0.00	£25.00
Little Paxton Community Pavilion- Children's Sports Activities 17 Aug- BP	Meeting room hire	4225	£25.00	£0.00	£25.00
Blackwolf Ltd- Allotment gate keys- BP	Allotment Expenses	4226	£40.00	£8.00	£48.00
Blackwolf Ltd-Allotment wasp nest removal- BP	Allotment Expenses	4227	£60.00	£12.00	£72.00
Royston Town Band- Paxfest 21- BP	Paxfest	4228	£280.00	£0.00	£280.00
House of Flags- Banner for Autumn Show- BP	Community Events- Autumn Show	4230	£60.00	£12.00	£72.00
AmeyCespa (East)Ltd- Waste collection 06,13,20,27 Jul-BP	Waste collection	4231	£93.50	£18.70	£112.20
AmeyCespa (East)Ltd- additional bins for Paxfest Jul-BP	Waste collection	4232	£80.00	£16.00	£96.00
Wellers Law group LLP Land purchase & legal fees-BP MinFC19Jan17 Item 454 MinFC02Nov17 Item 324 MinFC07May20 Item 644	CIL Reserve Legal Fees Reserve Completion statement date 14/07/21	4233	£28,212.40	£0.00	£28,212.40
Days Rental- Leased vehicle 30/0621- 31/07/21 DD	Leased vehicle Invoice no. 1999654 Invoice date 29/07/21	4234	£550.25	£110.05	£660.30

### 188. Information

Date of next meeting 2<sup>nd</sup> & 16<sup>th</sup> September 7pm at Little Paxton Village Hall.

*Jenn Gellatly*

Mrs Jennifer Gellatly  
Parish Clerk/Proper Officer  
30<sup>th</sup> July 2021

## **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.