

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** in the Committee Room in Little Paxton Village Hall on Thursday 7th February 2019 at **7.30pm** for the purpose of transacting the following business.

Members of the public and press are invited to attend.

AGENDA

487. Apologies for absence.

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

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

490. Public Forum.

491. Report from District & County Councillors.

492. To approve and sign the Minutes of Full Council meeting dated 17th January 2019.

493. To approve and sign the Minutes of HR Committee meeting dated 24th January 2019.

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

494. Plans approved from HDC since last meeting. Information only.

(i) 18/02250/TREE 1 Skipper Way, Little Paxton PE19 6LT- T1- six white willows to repollard, T2- Four weeping willows to raise to 3m, T3- raise to 3m, T4- One ash tree to raise to 3m, T5- Alder tree to raise to 3m. Reasons for trimming: trees are blocking views and making area feel enclosed.

495. Request from a resident to display a banner approx. 1000x 2800mm on a boundary fence facing out towards the QEII Playing Field.

(i) 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 496**. It is advisable in the public interest that the Public & Press be temporarily excluded from this meeting and they are herewith instructed to withdraw.

496. To approve the recommendations from the HR Committee

(i) To agree to accept the new National Joint Council for Local Government Service Payscales 2018/2019 (dated 14th December 2018) with effect from 1st April 2019 for the Clerk.

(ii) To agree to accept the new National Joint Council for Local Government Service Payscales 2018/2019 (dated 14th December 2018) with effect from 1st April 2019 for the Groundsman.

(iii) To agree to contact HMRC to request a bespoke arrangement for the payment of home working expenses to the Clerk of £50.00 to be exempt from PAYE/NI contributions and employers NI contribution.

(iv) To agree that if a bespoke arrangement with HMRC is not possible, then a payment of £18 home working allowance to be paid to the Clerk (exempt from Tax/NI) and a further payment of £47.16 gross (subject to PAYE/NI/ Employers NI) to be paid to the Clerk with effect from 1st April 2019, the total net effect is £50.

(v) To agree to request from the Clerk, the wattage of the Clerk's personal heater & lights used in the Clerk's home office and the power usage of the Council's office electrical equipment to evaluate electricity costs.

(vi) It was agreed that should any new expenses agreement be delayed it would be backdated to 1st April 2019.

(vii) To agree the Clerk's expenses to be reviewed on an annual basis.

497. Request to have bee hives on Parish land (MinFC20Dec18)- to receive a verbal report from the Clerk.

(i) To agree action.

498. To review, amend & adopt the Lost Child Procedure.

499. To review, amend & adopt the Tree Assessment Policy.

500. To review, amend & adopt Working from Home Policy.

501. To nominate Councillors to review the Business Plan 2018-2023 for Council approval.

502. To receive a verbal report from the Clerk who has recently attended training seminar.

503. To receive the Financial Statements as at 15th January 2019 Month 10. Information only.

504. To receive the Profile budget for Quarter 3 as at 31 December 2018. Information only.

505. In compliance with Financial Regulations adopted 10/05/18 (Reg 2.2) Cllr A. Khalid & Cllr P. Law has signed and initialed the Council bank reconciliations and bank statements as evidence of verification as at 15th January 2019.

506. To approve payments for January 2019.
(Bill payment BP, Direct debit DD, Cheque CHQ)

Invoice	Budget heading/ Cost Centre	Tran	Net	VAT	Amount
Little Paxton Village Hall- meeting room hire 24/01/19 - BP	Meeting room hire	3365	3365	£0.00	£8.00
Little Paxton Village Hall- meeting room hire 17/01/19- BP	Meeting room hire	3366	£8.00	£0.00	£8.00
Little Paxton Village Hall- S137 donation- MinFC17Jan19- BP	Meeting room hire	3367	£700.00	£0.00	£700.00
Prosis Print Management Ltd- ID Card Cllr M Whale-BP	Office- Misc.	3368	£22.00	£4.40	£26.40
Hire or Buy Group Ltd- Maintenance materials- BP	Maintenance & Equipment	3369	££48.00	£2.40	£50.40
BT Infinity- Broadband 1Jan19-31-Mar19 DD	Office-BT Broadband	3370	£95.70	£19.14	£114.84
Briar Security Systems Ltd- annual maintenance charge MinFC21Dec17 BP	Alarm maintenance	3371	£134.50	£26.90	£161.40
AmeyCespa (East) Ltd- Waste collection 4&10Jan- BP	Waste collection	3372	£27.80	£5.56	£33.36
Viking- stationery- BP	Office Reserve Office- Stationery	3373	£195.15	£39.03	£234.18
Salaries Jan19- 2 employees BP	Salaries	3374/ 3375	£3064.66	£0.00	£3064.66
HM Customs- PAYE/NI Jan19 - BP	Salaries	3376	£843.41	£0.00	£843.41
CCC Pensions Jan19 contributions BP	Salaries	3377	£1599.86	£0.00	£1599.86
Mrs. J Gellatly- Clerks Expenses Jan19- BP	Salaries	3378	£25.00	£0.00	£25.00
Little Paxton Village Hall Committee -Village Hall Meeting room hire 7 & 21Mar19 BP	Meeting room hire	3379	£48.00	£0.00	£48.00
SLCC Enterprises Ltd- SLCC East Regional Seminar Clerk 30Jan19- BP	Training	3380	£80.00	£16.00	£96.00
Canalbs Ltd- Internal audit- BP	Audit – Internal	3381	£153.60	£0.00	£153.60
Arthur Ibbett Ltd- Maintenance materials	Maintenance & Equipment	3382	£92.17	£8.44	£100.61

507. Information

Date of next meeting 14th February 2019.



Mrs Jennifer Gellatly
Parish Clerk/Proper Officer
1st February 2019

Note

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 tax payers, 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.