

Little Paxton Parish Council

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To members of the Council:

You are hereby summoned to attend the virtual Zoom meeting of the Full Council on **Thursday** 7th January 2021 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/88293469761>

Meeting ID: 882 9346 9761

1005. Apologies for absence.

1006. Members' declaration of Disclosable & Non Disclosable Pecuniary interest for items on the Agenda.

1007. To receive written requests for new Disclosable Pecuniary interest dispensations- to receive a verbal report from the Clerk.

1008. Public Forum.

1009. Report from District & County Councillors.

1010. To approve the Minutes of Full Council meeting dated 17th December 2020.

1011. Matters arising from previous Minutes (No decisions).

1012. Coronavirus Parish Council Business Continuity Plan.

(i) To agree to cancel the Community Public Accessible Awareness session planned for 10th March 2021.

1013. Planning Applications approved by HDC since last meeting. Information only.

(i) 20/01207/HHFUL 20 Bydand Lane, Little Paxton PE19 6ES- Single storey rear and side extension.

- (ii) 20/01609/FUL 7 Gordon Close, Little Paxton PE19 6PF- Retrospective proposed building for use as a dog grooming business.
- (iii) 20/01959/HHFUL 2 Boardman Close, Little Paxton PE19 6NF - Proposed two storey side extension.

1014. Donation request from Little Paxton Village Hall Management Committee.

1015. Business Plan 2021 Events.

- (i) To agree to organise community litter picks (Great British Spring Clean 28 May - 13 June 2021).

1016. Business Plan 2021 Events.

- (i) To agree to set up an advisory group to recommend to Full Council the format for Band concerts in the park.
- (ii) To nominate members of the advisory group.

1017. The Queen's Platinum Jubilee June 2022.

- (i) To agree to set up an advisory group to recommend to Full Council the format of a celebration event .
- (ii) To nominate members of the advisory group.

1018. To agree to organise a Children's Poster Competition.

- (i) To agree competition theme.
- (ii) To agree action.

1019. To consider organising Police Surgeries 2021.

- (i) To agree action.

1020. To agree future of Village Views magazine- to receive a verbal report from the Clerk.

- (i) To agree to appoint volunteer editorial team.
- (ii) To agree action.

1021. To review, amend & adopt the Information Technology Policy.

- (i) Amend: The parameters in relation to email usage are as follows:

Agreed email signatures- the Clerk's contact details to appear on all Council generated outgoing emails. This includes emails sent to third parties by Councillors

- (ii) Add: Remote Meetings

The Local Authorities and Police Crime Panels (Coronavirus) (Flexibility of Local Authority and Police Crime Panel Meetings) (England & Wales) Regulations 2020 Regulation 5 permits the holding of remote meetings.

The Parish Council will follow the current NALC Guidelines for remote meetings. In the event that a meeting is disrupted, the Clerk will re-open the meeting with a new link.

1022. To review, amend & adopt the Sickness Policy.

1023. To review, amend & adopt Local Government Pension Scheme Participating Employer Personal Data Retention Policy

1024. To agree to set up an annual direct debit to RHS (Royal Horticultural Society) for annual subscription (currently £35.00).

1025. To receive the Financial statements as at 15th December 2020.

1026. 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 15th December 2020. Information only.

1027. To approve payments January 2021.

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

Invoice	Budget heading/ Cost Centre	Tran	Net	VAT	Gross
Restore Datashred Limited- Confidential waste- DD	Office- Confidential waste	4112	£50.72	£10.14	£60.86
BT Mobile Broadband-1-31Dec - DD	Office- Broadband	4113	£5.00	£1.00	£6.00
St. James Churchyard maintenance 1-31Jan21- BP	Churchyard maintenance	4114	£50.00	£0.00	£50.00
Viking Direct- stationery- B/P	Office- stationery	4115	£38.34	£7.67	£46.01
Red Shoes Accounting Services-Payroll processing 1Oct-31Dec20 BP	Office- Payroll processing	4116	£48.00	£9.60	£57.60
Salaries Dec20- two employees BP	Salaries	4117/ 4118	£3493.58	£0.00	£3493.58
HM Customs- PAYE/NI Dec BP	Salaries	4119	£1231.53	£0.00	£1231.53
CCC Pensions- Pension contributions Dec20 BP	Salaries	4120	£1261.50	£0.00	£1261.50
Mrs J. Gellatly- Clerks Expenses Dec20 BP	Office- Home working allowance	4121	£26.00	£0.00	£26.00
Arthur Ibbett Ltd- Maintenance materials- BP	Maintenance & equipment rental	4122	£16.29	£3.26	£19.55
Days Rental- Leased vehicle 30/11/20-31/12/20	Leased vehicle	4123	£550.25	£110.05	£660.30

1028. Information

Date of next meeting Thursday 14th January (Extraordinary meeting) & 21st January 2021 at 7.30pm.



Mrs Jennifer Gellatly
Parish Clerk/Proper Officer
31st December 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.