

MinFC01Oct2020

# **LITTLE PAXTON PARISH COUNCIL**

*Clerk of the Council: Mrs J. Gellatly, 11 Hayling Avenue, Little Paxton, PE19 6HG*

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Minutes of the Full Council virtual Zoom meeting held at 7.30pm on Thursday 1<sup>st</sup> October 2020.

## APPROVED

Present: Cllr J. Matheson (Chairman), Cllr K. Barker, Cllr K. Bishop, Cllr P. Bishop, Cllr P. Law, Cllr D. Smith, Cllr B. Webster, Cllr M. Whale & the Clerk.

### **Agenda Items**

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**852.** Apologies for absence were received from Cllr S. Bell (work), Cllr G. Holsgrove (holiday) Cllr N. Muhlhausen (family) Cllr S. Radley (work), Cllr S. Scotcher (work) & Cllr D. Wells. The apologies were approved & accepted. No apologies were received from Cllr G. Doick.

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

Cllr D. Smith declared disclosable pecuniary interest on Agenda item 862 as he resides in St. James Road.

Cllr B. Webster declared disclosable pecuniary interest on Agenda item 862 as he resides in Lakefield Avenue.

**854.** To receive written requests for new Disclosable Pecuniary interest dispensations. None.

**855.** Public Forum. There were no members of the public present.

**856.** Report from District & County Councillors. No Report.

**857.** The Minutes of Full Council meeting dated 16<sup>th</sup> September 2020 were approved will be signed at the next face to face meeting.

**858.** Matters arising from previous Minutes (No decisions). The Clerk reported a £500 donation has been granted from the Kingfisher Community Charity for the Community Garden.

**859.** Casual Vacancy.

(i) Cllr G Holsgrove was co-opted as a member of the Council. The Clerk will arrange for the Declaration of Acceptance to be signed before the next meeting.

Clerk

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

Clerk

(i) It was agreed to hire security fencing for the multi-use games area in the event of national COVID 19 lockdown.

**861.** Planning applications approved by HDC since last meeting. Information only.

(i) 20/01256/HHFUL 8 Lakefield Avenue, Little Paxton PE19 6NZ - First floor extension and internal alterations to the kitchen.

**862.** Flash flooding at Lakefield Avenue & St. James Road, Little Paxton - Cllr B. Webster gave a verbal report.

(i) It was agreed to submit Freedom of Information request to Cambridgeshire County Council to ask when the Little Paxton street/road drains were last cleaned and to ask for all the drains to be cleaned/unblocked to prevent future flash flooding.

Clerk

It was agreed to use social media to encourage residents to report blocked drains to Cambridgeshire County Council. Clerk

**863.** Permission was granted to Temple Martial Arts to use the QEII Playing Field for over spill training sessions on Monday & Wednesday evenings 6pm- 8pm. Clerk

**864.** It was agreed to waiver the £23.50 the Buckden FC Juniors Playing Field Usage charge for 2020/2021. Clerk

**865.** To review & agree Allotment rents including water charges for 1<sup>st</sup> November 2021- 31<sup>st</sup> October 2022.

It was agreed the rents for 2021/2022 to be increased by 15% to Full plot £39.84, Half plot £21.73, Starter plots £7.24 & Raised beds £7.24 Clerk

It was agreed to charge per plot for water supply. Water charge full plot £11.33, Water charge half plot £5.70, Water charge starter plot £2.83, Water charge raised beds £2.85. Clerk

The water charges are to be charged pro rata. Clerk

**866.** To receive a report from the Allotment Advisory Group- Cllr J Matheson gave a verbal report.

(i) No action required.

**867.** The Allotment Tenancy Agreement was adopted. Clerk

**868.** The Allotment Strategy was adopted. Clerk

**869.** The Duties of the Allotment Representative were adopted. Clerk

**870.** Little Paxton Christmas lights switch on 5th December at 5pm- the Clerk gave a verbal report. Clerk

(i) It was agreed to encourage residents to decorate the outside of their houses with Christmas lights with a village Christmas light switch on 5<sup>th</sup> December at 5pm.

**871.** It was agreed to decorate the holly tree at the Community Garden with battery Christmas lights and invite residents to add a Christmas decoration during December. Clerk

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 872.** It is advisable in the public interest that the Public & Press be temporarily excluded from this meeting and they are herewith instructed to withdraw. The meeting was closed to the press & public at 8.29pm.

**872.** Proposed Cemetery extension.

(i) (ii) Additional amendments to the Land Transfer document for the proposed cemetery extension to be requested. Clerk

A separate confidential Minute is held with the Clerk.

(iii) The Chairman & Vice Chairman were agreed as the Council signatories for the Land Transfer documentation. Clerk

The meeting was re-opened to the press & public at 8.45pm.

**873.** The payments October 2020 were approved.

(Bill payment BP, Direct debit DD, Cheque CHQ)

Invoice	Budget heading/ Cost Centre	Tran	Net	VAT	Gross
SSE Southern Electric – Street lights electricity- site ref 221795338 - DD	Streetlight electricity *1	3982	£11.14	£0.55	£11.69
SSE Southern Electric – Street lights electricity- site ref 521801214 - DD	Streetlight electricity *1	3983	£11.29	£0.56	£11.85

SSE Southern Electric – Street lights electricity- site ref 771789787 - DD	Streetlight electricity *1	3984	£130.02	£6.50	£136.52
Bedford Brass- Autumn Show entertainment- BP	Community Events- Autumn Show*2	3985	£50.00	£0.00	£50.00
Hire or Buy Group Ltd- Maintenance materials- BP	Maintenance & equipment & rental*3	3986	£55.45	£11.09	£66.54
Arthur Ibbett Ltd- Tractor repairs- BP	Tractor Costs*3 Invoice no 181651 Invoice date 17/09/20	3987	£312.62	£62.53	£375.15
St.Neots Town Council- holiday cover & cemetery water tank replenishment BP	Salaries*4 Cemetery *5	3988	£92.50	£18.50	£111.00
Marmax Products Ltd- Planters for cemetery- MinFC06Aug20- BP	Reserves- Capital Projects*5 Reserves- Equipment Renewals *5 Invoice no. 035191 Invoice date 14/09/20	3989	£879.60	£175.92	£1055.52
Huntingdonshire District Council- Children's' Activities 29 Jul & 26Aug- MinFC05Dec19BP	Community events- children's activities*2	3990	£96.93	£19.39	£116.32
St. James Churchyard- churchyard maintenance- 1-31 <sup>st</sup> Oct - BP	Churchyard Maintenance*5	3991	£50.00	£0.00	£50.00
Salaries Sept20– two employees BP	Salaries*4	3992/ 3993	£3416.20	£0.00	£3416.20
HM Customs- PAYE/NI Sept- BP	Salaries*4	3994	£1176.74	£0.00	£1176.74
CCC Pensions- Pension contributions Sept20 BP	Salaries*6	3995	£1227.36	£0.00	£1227.36
Mrs J. Gellatly- Clerks Expenses Sept20 BP	Office- Home working allowance*7	3996	£26.00	£0.00	£26.00
Red Shoes Accounting Services- payroll processing Jul-Sept20 Invoice received after agenda issued- BP	Office- payroll processing*7	3997	£48.00	£9.60	£57.60
BT Infinity- mobile broadband- Invoice received after agenda issued-DD	Office – Broadband*7	3998	£5.00	£1.00	£6.00
Days Rental- Leased vehicle 31Aug-30Sept20 Invoice received after agenda issued-DD	Leased vehicle*3 Invoice no. 1932699 Invoice date 28/09/20	3999	£532.50	£106.50	£639.00
Restore Datashred- Confidential waste- Invoice received after agenda issued-DD	Office- Confidential waste*7	4000	£50.72	£10.14	£60.86
Total			£8172.07	£422.28	£8594.35

**874. Information**

Date of next meeting Thursday 15<sup>th</sup> October 2020 7.30pm.

Meeting closed at 8.46pm.

**Signed**

**Chairman**

Powers

1. Parish Councils Act 1957 s3.
2. Local Government Act 1972 s 145.
3. Open Spaces Act c1906 s9/10.
4. Local Government Act 1972 s 112(s).
5. Local Government Act 1972 s215(1).
6. Local Government Pension Scheme 2014.
7. Local Government Act 1972 s111.