

MinFC05Nov2020

# **LITTLE PAXTON PARISH COUNCIL**

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

*Telephone: 01480 470193 E-mail: clerk@littlepaxtonparishcouncil.gov.uk*

*www.littlepaxtonparishcouncil.gov.uk*

Minutes of the Full Council virtual Zoom meeting held at 7.30pm on Thursday 5<sup>th</sup> November 2020.

## APPROVED

Present: Cllr J. Matheson (Chairman), Cllr K. Barker, Cllr K. Bishop, Cllr P. Bishop, Cllr G. Holsgrove, Cllr P. Law, Cllr N. Muhlhausen, Cllr S. Radley, Cllr S. Scotcher, Cllr D. Smith, Cllr B. Webster, Cllr M. Whale, Cllr K. Prentice & the Clerk.

## **Agenda Items**

**P Action  
w  
r**

**904.** Apologies for absence were received from Ward Cllr D. Wells. There was no apologies received from Cllr S. Bell.

**905.** Members' declaration of Disclosable & Non Disclosable Pecuniary interest for items on the Agenda. None.

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

**907.** Public Forum. There were two members of the public present.

**908.** Report from District & County Councillors. Cllr K. Prentice gave a verbal report.

**909.** The Minutes of Full Council meeting dated 15th October 2020 were approved will be signed at the next face to face meeting.

**910.** The Minutes of Paxfest meeting dated 21st October 2020 were approved will be signed at the next face to face meeting. The Full Council noted the approval of the Paxfest Committee Meeting Minutes.

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

The Clerk reported the Community Litter Pick planned for 7<sup>th</sup> November is cancelled. Three trees will be planted on the QEII Playing Field for Tree Charter Day on 28<sup>th</sup> November.

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

(i) No action required.

**913.** Planning applications received from HDC.

(i) 20/01609/FUL 7 Gordon Close, Little Paxton PE19 6PF- Retrospective proposed building for use as a dog grooming business. Recommend Objection. This is a residential area, premises are unsuitable, intrusive to neighbours, intrusive commercial use, unsocial hours of operation, noise pollution, creating of additional traffic & health issue regarding disposal of dog faeces.

Clerk

(ii) 20/01957/HHFUL- 35 Park Drive, Little Paxton PE19 6NS- Small extension to front of existing garage/store plus internal works to the garage. Recommend no objections. It was agreed that the planning application will have no detrimental impact on either the area or neighbouring properties.

Clerk

(iii) 20/01959/HHFUL 2 Boardman Close, Little Paxton PE19 6NF - Proposed two storey side extension. Recommend no objections. It was agreed that the planning application will have no detrimental impact on either the area or neighbouring properties.

Clerk

- 914.** The Committees & Advisory Groups members were updated. Clerk
- 915.** The Paxfest 2021 budget of £5192 was agreed. Clerk
- 916.** (i) It was agreed to use contactless payments for the Fun Dog Show tickets & Donkey Ride tickets. Clerk
- 917.** (i) It was agreed to purchase two 3m x 6m pop up gazebos with funding from the Equipment Renewal Reserve. Cost approx. £229 each. Clerk
- 918.** Green Flag Award
- (i) Green Flag Assessment-the Clerk gave a verbal report. Clerk  
It was agreed to plant wildflower seeds to the right of the mound on the QEII Playing Field. Clerk
- (ii) It was agreed to install a flagpole on the QEII Playing Field. Clerk
- (iii) It was agreed the flagpole to be located on the QEII Playing field near the blue picnic tables with a noiseless arrangement for neighbours.
- 919.** Proposed Cemetery extension- boundary fencing.
- (i) It was agreed to appoint Huntree Fencing Ltd to install a post & rail fence around the internal boundary for the cemetery extension cost £4,246 ex VAT. Clerk
- (ii) The CIL Reserve was agreed as the source of funds. Clerk
- 920.** Proposed Cemetery extensions- Relocating the unmade agricultural track.
- (i) It was agreed to appoint The CDS Group to Clerk
- (a) prepare drawings/designs to support & submit an Ordinary Watercourse Consent Application to Cambridgeshire County Council Flood & Water Team to pipe the ditch between the highway & the field for the proposed cemetery extension.
- (b) prepare drawings/designs for crossing the ditch between the highway & the field for the proposed cemetery extension for Cambridgeshire County Council Highways approval.  
Cost £3,570 ex VAT
- (ii) The CIL Reserve was agreed as the source of funds. Clerk
- 921.** It was agreed to organise HDC Children's Activities for 2021 during school holidays. Clerk
- (i) It was agreed five sessions to be booked during school holidays (2 sessions Easter, 1 session May, 2 session summer holidays). Clerk
- 922.** (i) It was agreed to request HDC to organise activities older residents for 2021 including walking football & walking netball. Clerk
- 923.** Request from Finding Fitness Ltd for Sports Holiday Club. Clerk
- (i) It was agreed to not progress the request for the Sports Holiday Club. Clerk
- 924.** Community & Civic Awards- the Clerk gave a verbal report. Clerk
- (i) It was agreed to organise Community & Civic Awards for 2021. Agenda item for next meeting.
- 925.** To review, amend & adopt the Community Engagement Strategy. Clerk  
Add Objectives: To have a Community Led Plan that is current and up to date.
- Amend: Communication ' Village Views or similar quarterly magazine... Clerk  
topical issues.
- Delete: PE19 magazine
- The amended Community Engagement Strategy was adopted. Clerk
- 926.** The payments for November 2020 were approved. Clerk  
(Bill payment BP, Direct debit DD, Cheque CHQ, Standing Order SO)

Invoice	Budget heading/ Cost Centre	Tran	Net	VAT	Gross
Think Local- Nov20 Community page - BP	Non s137 donations*1	4031	£100.00	£0.00	£100.00
Little Paxton Villager Hall- room hire 07Nov toilet access for litter pick- BP	Meeting room hire*2	4032	£16.00	£0.00	£16.00
1 <sup>st</sup> Little Paxton Scout Group- S137 donation MinFC15Oct20-BP	S137 Donations Reserve*3	4033	£500.00	£0.00	£500.00
1 <sup>st</sup> Little Paxton Scout Group- CCTV electricity contribution MinFC04Jun20- BP	CCTV Maintenance*4	4034	£40.00	£10.00	£40.00
Mrs C Fieldhouse- Refund allotment tap & key deposits- BP	Refund gate key deposit*5 Refund water key deposit*5	4035/ 4036	£22.00	£0.00	£22.00
Little Paxton Community Pavilion- water contribution- BP	Garage water*6	4037	£70.00	£0.00	£70.00
St. James Church- Churchyard maintenance 1-30 <sup>th</sup> November- BP	Churchyard maintenance*7	4038	£50.00	£0.00	£50.00
Salaries Oct20– two employees BP	Salaries*8	4039/ 4040	£3438.20	£0.00	£3438.20
HM Customs- PAYE/NI Oct BP	Salaries*8	4041	£1176.34	£0.00	£1176.34
CCC Pensions- Pension contributions Oct20 BP	Salaries*9	4042	£1227.36	£0.00	£1227.36
Mrs J. Gellatly- Clerks Expenses Oct20 BP	Office- Home working allowance*8	4043	£26.00	£0.00	£26.00
LC Turf- Top soil for community garden-BP	Community Garden Reserve*6	4044	£70.00	£14.00	£84.00
Maskearaid Ltd- Compactor sacks- BP	Maintenance & equipment rental*6	4045	£91.50	£18.30	£109.80
Kelly's Donkeys Ltd- Paxfest booking fee- BP	Paxfest*10	4046	£100.00	£0.00	£100.00
ARC Arboricultural Solutions Ltd- Tree survey St James Church MinFC06Aug20- BP	Cemetery Reserve*11 Invoice no. AAS/0183-02 Invoice date 01/09/20	4047	£237.50	£47.40	£284.90
BT Broadband-mobile broadband Oct20-DD	Office-Broadband*12	4048	£9.00	£1.80	£10.80
Arthur Ibbett Ltd -Spare parts ride on mower, Tractor- Invoice received after agenda issued- BP	Maintenance & equipment rental*6 Tractor costs*6 Ride on mower costs*6	4049	£167.15	£33.43	£200.58
L.C. Turf- topsoil for community garden Invoice received after agenda issued- BP	Capital projects reserve*6	4050	£140.00	£28.00	£168.00
Days Rental – Leased vehicle 30/09/20- 31/10/20- Invoice received after agenda issued- DD	Leased vehicle*6 Invoice no. 1940612 Invoice date 31/10/20	4051	£550.25	£110.05	£660.30
AmeyCespa (East) Ltd	Waste collection*13	4052	£363.20	£12.64	£75.84

Waste collection- 5,12,19,26 Oct- Invoice received after agenda BP					
Scamblers- spare parts for ride on mower- Invoice received after agenda issued- BP	Ride on Mower servicing*6	4053	£155.13	£31.02	£186.15
Hire or Buy Group Ltd- Fuel for machinery Invoice received after agenda issued- BP	Maintenance & equipment rental*6	4054	£50.72	£2.54	£53.26
Fuel Genie- Fuel for machinery Invoice received after agenda issued- DD	Maintenance & equipment rental*6	4055	£34.74	£6.95	£41.69
Total			£8335.09	£306.13	£8641.22

**927. Information**

Date of next meeting Thursday 19<sup>th</sup> November 2020 7.30pm.

The meeting closed at 9pm.

**Signed**

**Chairman**

## Powers

1. Local Government Act 1972 s142.
2. Local Government Act 1972 s 134.
3. Local Government Act 1972 S137.
4. Crime & Disorder Act 1998 ss 5 & 17, Local Government Act & Rating Act 1997 s31.
5. Small Holdings & Allotment Act 1908 s29.
6. Open Spaces Act c1906 s9/10.
7. Local Government Act 1972 s 215.
8. Local Government Act 1972 s 112(s).
9. Local Government Pension Scheme 2014.
10. Local Government Act 1972 s 145.
11. Local Government Act 1972 s 215.
12. Local Government Act 1972 s111.
13. Litter Act 1983 s5 & 6.