

MinFC16Sept2020

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 Wednesday 16th September 2020.

APPROVED

Present: Cllr J. Matheson (Chairman), Cllr K. Barker, Cllr S. Bell, Cllr K. Bishop, Cllr P. Bishop, Cllr G. Doick, Cllr P. Law, Cllr N. Muhlhausen, Cllr D. Smith, Cllr M. Whale & the Clerk.

Agenda Items

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821. Apologies for absence were received from Cllr S. Radley (work), Cllr S. Scotcher (holiday) & Cllr B. Webster (holiday). The apologies were approved & accepted.

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

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

824. Public Forum. There were no members of the public present.

825. Report from District & County Councillors. No report.

826. The Minutes of Full Council meeting dated 3rd September 2020 were approved will be signed at the next face to face meeting.

827. Matters arising from previous Minutes (No decisions). The Clerk reported two residents attended the Police Surgery. The Community Litter Pick will take place on Saturday 7th November.

828. Casual Vacancy.

(i) Cllr D. Smith was co-opted as a member of the Council. Cllr D. Smith signed his Declaration of Acceptance. Clerk

829. Coronavirus Parish Council Business Continuity Plan. Clerk

(i) To review the Community Defibrillator Awareness session for 7th October. It was agreed to postpone the event to a future date due to current COVID 19 guidelines. Clerk

(ii) To review COVID cleaning the children's play park. It was agreed to cease the daily cleaning of the children's play park and outdoor gym equipment. It was agreed to display public notices and use social media to advise residents.

830. Planning applications received from HDC. Clerk

(i) 20/01256/HHFUL 8 Lakefield Avenue, Little Paxton PE19 6NZ - First floor extension and internal alterations to the kitchen. Recommend No comment. Clerk

(ii) 20/05505/HHFUL 50 High Street, Little Paxton PE19 6EY- Double and single storey rear extension, carport with storage above, garden building and change of material finish. Recommend No objections. It was agreed that the planning application will have no detrimental impact on either the area or neighbouring properties.

Cllr K. Barker joined the meeting at 7.53pm.

Clerk

(iii) 20/1533/HHFUL 38 The Crofts, Little Paxton PE19 6PG- Single storey front extension/porch. Recommend No objections. It was agreed that the planning application will have no detrimental impact on either the area or neighbouring properties.

831. Planning applications approved by HDC since last meeting. Information only.

(i) 20/01046/HHFUL 1 Gordon Road, Little Paxton PE19 6NU - Replacement of side flat roof with pitched roof to match existing. Render finish to all existing walls. Addition of roof lights. Erection of 3 bay carport and new associated gravel driveway linking to existing tarmac driveway.

(ii) 20/01197/HHFUL 20 High Street, Little Paxton PE19 6HA- Proposed open air swimming pool and associated pump house enclosure.

(iii)) 20/01274/HHFUL 14 The Crofts, Little Paxton PE19 6PG- Single storey rear extension.

832. To agree comments for the renewal of the Huntingdonshire Dog Control Public Space Protection Order. None.

Clerk

833. To review & agree the annual maintenance playing field charge £525 for the Little Paxton Colts FC season 2020/2021. It was agreed to reduce the fee to £260 as there are only two teams using the pitch this season compared to four teams' last season.

Clerk

834. Cllr D. Smith was appointed a Councillor football representative to liaise with Little Paxton Colts FC.

Clerk

(i) It was agreed a 'Councillor representative to be appointed to liaise with the Cricket Club' to be an agenda item prior to the start of the 2021 cricket season.

Clerk

835. Foot/cycle bridge between Great Paxton & Little Paxton.

Clerk

(i) It was agreed to comment that there are no plans to link the two villages at this time and that we are unable to provide financial support.

836. Improved pedestrian/cycle access from Southoe to Little Paxton- Cllr M. Whale gave a verbal report.

Clerk

(i) No action agreed.

837. Paxfest & Fun Dog Show 2021.

(i) Cllrs K. Bishop, Cllr J. Matheson, Cllr K. Barker & Cllr S. Scotcher were nominated as members of the Paxfest Committee.

Clerk

Clerk

(ii) The Paxfest Terms of Reference was adopted.

838. The limit on the Bank of Scotland Charge Card £1500 & FuelGenie Fuel card £250 was reviewed with no changes.

Clerk

839. Financial Budget Comparison as at 14th August 2020- the Clerk gave a verbal report.

Clerk

(i) It was agreed to vire £260 from Playing Field Usage Fee budget to Cemetery Fees budget (agenda item 833).

Clerk

The Allotment quarterly water charge £611 will result in the water costs being in excess of the £500 budget for the year.

840. To review the Reserves- the Clerk gave a verbal report.

(i) The maintenance reserve has been utilised for COVID 19 expenditure. It was agreed the Finance & Business Advisory Group to review the Reserves held.

Clerk

841. To review Projects for 2020-2021

(i) Proposed cemetery extension- the Clerk reported awaiting information from our Solicitors.

Clerk

(ii) Repairs to the boundary wall at St. James Church- the Clerk gave a verbal report. No action required.

Cllr G. Doick left the meeting at 8.26pm.

842. To review outstanding projects for 2020/2021 Business Plan. The Clerk gave a verbal report. Clerk

It was agreed to arrange a meeting of the Council Office Advisory Group.

843. To review & agree Little Paxton Colts FC playing field usage charge for Sept 2021- May 2022 season.

A fee of £300 was agreed based on two teams using the pitches. The fee to be reviewed prior to the start of 2021/22 season. Clerk

844. To review & agree Little Paxton Cricket Club playing field usage charge for May – August 2021 season. Clerk

A fee of £330.75 was agreed for 2021 season.

845. To review & agree Everybody Sling Dance playing field usage charge for 2021/2022. A fee of £20 was agreed for 2021/22. Clerk

846. To review & agree the Buckden FC Juniors playing field usage charge for 2020/2021. Clerk

A fee of £25.00 was agreed 2021/2022.

847. To review & agree the Allotment rents for November 2021- October 2022. It was agreed to defer until next meeting. The Clerk requested to calculate a water charge as part of the rent payment. Clerk

848. In compliance with Financial Regulations adopted 02/05/19 (Reg 2.2) Cllr P. Law & Cllr N Muhlhausen has signed and initialled the Council bank reconciliations and bank statements as evidence of verification as at 14th August 2020. Information only.

849. Autumn Flower & Vegetable Show- the Clerk gave a verbal report. Clerk

(i) It was agreed to have a debriefing meeting and set a date for 2021 Autumn Flower & Vegetable Show.

850. To approve payments September 2020 were approved. (Bill payment BP, Direct debit DD, Cheque CHQ).

| Invoice | Budget heading/ Cost Centre | Tran | Net | VAT | Gross |
|--|---|------|----------|--------|----------|
| Wicksteed Leisure Ltd- replacement netball socket cover- BP | Maintenance & Equipment rental*1 | 3955 | £47.50 | £9.50 | £57.00 |
| Hire or But Group Ltd- fuel for machinery- BP | Maintenance & Equipment rental*1 | 3956 | £50.72 | £2.54 | £53.26 |
| ND Fencing- Fence at play park Samuel Jones Crescent- payment balance- BP | Reserves- S106 Play park Samuel Jones Crescent*1 Invoice date 03/09/20 | 3957 | £1597.00 | £0.00 | £1597.00 |
| BT Cloudphone – Cloudphone 1-31SAug- DD | Office Cloudphone*2 | 3958 | £21.50 | £4.30 | £25.80 |
| FuelGenie- Fuel for machinery- DD | Maintenance & Equipment rental*1 | 3959 | £33.53 | £6.70 | £40.23 |
| Little Paxton Village Hall- meeting room hire 11Sept- BP | Meeting room hire*3 | 3960 | £40.00 | £0.00 | £40.00 |
| St.Neots Electrical Ltd- CCTV cable inspection- BP | CCTV maintenance*4 | 3961 | £100.00 | £20.00 | £120.00 |
| Came & Co (Arthur J | Insurance renewal*5 | 3962 | £3827.68 | £0.00 | £3827.68 |

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|--|--|---------------|---------|---------|---------|
| Gallagher) Annual insurance renewal- BP | Invoice no. 2169206 Invoice date 25/08/20 | | | | |
| Oxford Rural- allotment lease 29/09/20-24/03/21- BP | Allotment lease *6 | 3964 | £75.00 | £0.00 | £75.00 |
| Days Rental- Leased vehicle 31/0720-31/08/20- DD | Leased vehicle*1 Invoice no. 1929110 Invoice date 07/09/20 | 3965 | £550.25 | £110.05 | £660.30 |
| Endersby Awards-trophies for community awards- invoice received after agenda issued- BP | S137 Reserves*7 | 3966 | £77.97 | £0.00 | £77.97 |
| Maskearaid Ltd- COVID health & safety items- invoice received after agenda issued- BP | Community Events-Autumn Show*8 | 3967 | £169.06 | £33.81 | £202.87 |
| Lonsdale Direct Solutions- Community Awards insert- invoice received after agenda issued- BP | Reserves- Office*9 Invoice no 243779 Invoice date 08/08/20 | 3968 | £326.00 | £0.00 | £326.00 |
| Viking Direct- Stationery- invoice received after agenda issued- BP | Office- Stationery*2 | 3969 | £138.98 | £27.80 | £166.78 |
| Legionella Control International- Allotment Risk Assessment- invoice received after agenda issued- BP | Allotments- Legionella Risk Assessment*6*10 Invoice no. 7422 Invoice date 11/09/20 | 3970 | £250.00 | £50.00 | £300.00 |
| St.Neots Selfstore- External storage- 21/09/20-20/10/20- invoice received after agenda issued- SO | External storage*2 | 3971 | £56.00 | £11.20 | £67.20 |
| Lonsdale Direct Solutions- Village Views Autumn- invoice received after agenda issued- BP | Village Magazine Printing*9 Invoice no 244426 Invoice date 10/09/20 | 3972 | £485.80 | £0.00 | £485.80 |
| Bank of Scotland Charge card Clover Office Supplies Ltd £24.80 Post Office Ltd £15.60 Easy Shopping 4 Home Ltd £14.70 Microsoft renewal £59.99 Facebook adverts £63.44 Parker Products Ltd £109.72 Bedford Timber (St.Neots) Ltd £53.10 - invoice received after agenda issued- DD | Office- Stationery*2 Office- Postages*2 Office- Misc.*2 Computer costs*2 Advertising*2 Reserves- Equipment Renewal*1 Allotment Expenses*6 Statement date 06/09/20 | 3973- 3979 | £307.62 | £33.73 | £341.35 |
| Think Local Magazine -J Oxenham- Oct Community Page- invoice received after agenda issued- BP | Non S137 donations*11 | 3980 | £100.00 | £0.00 | £100.00 |

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|---|--|------|------------|---------|------------|
| Came & Co (AJGIBL GBP Clients A/c) motor insurance renewal including leased vehicle- BP | Motor Insurance renewal*5 Invoice no. 2169206 Invoice date 04/09/20 | 3981 | £2491.66 | £0.00 | £2491.66 |
| Total | | | £10,746.27 | £309.63 | £11,055.90 |

851. Information

Date of next meeting Thursday 1st & 15th October 2020 7.30pm.

Meeting closed at 8.52pm.

Signed

Chairman

Powers

1. Open Spaces Act c1906 s9/10.
2. Local Government Act 1972 s111.
3. Local Government Act 1972 s 134.
4. Crime & Disorder Act 1998 ss 5 & 17, Local Government Act & Rating Act 1997 s31.
5. Local Government Act 1972 s 140(i).
6. Small Holdings & Allotment Act 1908 s29.
7. Local Government Act 1972 S137.
8. Local Government Act 1972 s 145.
9. Local Government Act 1972 s142.
10. Health & Safety at Work Act 1974.
11. Local Government (Misc. Prov) Act 1976 s19.