

MINUTES OF THE AILSWORTH PARISH COUNCIL MEETING

ON MONDAY 15th JUNE 2020 AT 7.30pm

(Held by Zoom video conferencing due to the ongoing pandemic and restrictions on meeting in person)

Present were Councillors Mrs J Pickett (Chairman) Dr M Ellershaw, Mr M Samways, Mrs A Perkins, Mr R Moon. Clerk Miss J Rice.

Members of the Public; 2. Mr J Hodder and Mrs C Murrell

20/40	APOLOGIES FOR ABSENCE	
	To receive and note apologies received and if accepted by the Clerk. No apologies were received ahead of the meeting.	
20/41	DECLARATIONS OF INTEREST	
	To receive all declarations of interest under the Council's Code of Conduct related to business on the agenda. (Members should disclose any interests (pecuniary, personal or other) in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting during the transaction of that item of business). A discussion on declarations of interest took place and then Cllr Pickett declared an "other" interest in item 51.1 due to being a close relative of one of the businesses consulted.	
20/42	PUBLIC PARTICIPATION	
	A maximum of 15 minutes was permitted for members of the public to address the meeting. Mrs C Murrell addressed the meeting and thanked Cllr Moon for meeting her at the allotments recently to discuss her issue regarding the water supply at the far end of the allotments where a few allotment holders increasingly suffer due to changing tenants, plot distribution and sharing of hoses. They have no tap and it would take 6/7 cans to be filled to water their plot. A new T junction adaptor on the hose would help as would a new hose pipe. She would like the council to consider helping improve the situation as best they can with these options or ideally a new tap. A hosepipe ban is a real possibility and that would pose an additional problem.	
20/43	MINUTES OF THE LAST MEETING on 18/5/2020 (previously circulated) Councillors all received, noted and agreed these as a true record. They will be signed electronically as agreed during the pandemic situation.	
20/44	MATTERS ARISING. There were no matters arising from the last meeting.	
20/45	GOVERNANCE MATTERS	
	45.1	To review the Council's Standing Orders and agree to adopt, herewith Councillors all received, noted and agreed to adopt the model standing orders. Action clerk to update website
	45.2	To review advice on Disclosable Interests – pecuniary, personal and prejudicial, herewith. A discussion took place on this at item 20/41 as there was misconception around the application of the guidance. It was clarified that the test is around whether "Joe Public", with knowledge of the relevant facts, would reasonably regard the interest as so significant that it is likely to prejudice your judgement of the public interest. Action all councillors to check and update their register and consider new declarations at the start of the meetings, as required in law
	45.3	To arrange an annual check of assets for insurance purposes and asset finance management The clerk explained that an annual risk assessment and value check of the assets is due under the financial regulations to ensure they are in good condition and insured appropriately. It was agreed that the clerk will devise an appropriate checklist and circulate for councillors to volunteer for an item. Action clerk
	45.4	To receive and review/sign the Cilca agreement and hours paid for study, herewith. The clerk stated that only the hours of course attendance will be claimed, not coursework. The agreement will be signed when it is the right way up. Action clerk to send to chairman
	45.5	To receive information and advice on website accessibility requirements and decide actions needed. No information was available yet from the web provider. Action clerk to C/F
20/46	RECREATION GROUND/VILLAGE GREEN/BUS SHELTER	
	46.1	To receive update on play/MUGA area usage in lockdown period, to discuss any issues and agree any actions. It was noted that play equipment restrictions are still in place. Any breaches are encouraged to be reported to the police. The recent football teams playing in the rec were discussed following a resident complaint which the police have not taken action on. It was decided that the goal posts will not be removed but the situation reviewed and reported if it happens again.

	46.2	To receive update on costs to do minor repairs to play equipment if available and agree a plan of action This has not been received yet however the clerk advised a review of the list is needed to decide on actions needed and then give a deadline of 2 weeks to quote. Action clerk to review report and get quote
	46.3	To receive quote for re-painting MUGA shelter if available and agree a plan of action The clerk reported a quote of £554 had been received and it was agreed this seemed high and will be queried. Action clerk
	46.4	To discuss and agree arrangements for use of the recreation ground for exercise groups This was discussed and it was agreed that it should be supported and agreed as long as PLI is seen and no exclusive use is expected. Action clerk to notify applicant
	46.5	To receive update on bus questionnaires data and resolve/review action The clerk explained that this was recently queried again and it was agreed that the data/graphs would be re-formatted so that it can be re-presented more meaningfully. Action Cllrs Perkins and Phillips
	46.6	To review grass cutting contract feedback and agree any further action The clerk had reported back after the zoom meeting with CGM grass cutting contractor. The company provided assurance that the perimeter/cuts were back on track after staff shortages and the play area had been cut recently.
20/47	FINANCE	
	47.1	To note AGAR reporting forms submitted as required and dates for inspection period. The clerk confirmed that these had been submitted and were now on the website and notice boards as part of the public inspection period.
	47.2	To receive information on a new clerk laptop and agree expenditure The clerk reported that she had investigated some options and that a reasonable and suitable one could be bought for the amount reserved in the budget of £500 plus maybe extra for software. Action clerk and chairman to agree model and purchase within budget.
	47.2	To receive information on online banking and consider switch to Unity/another bank account The clerk had done some initial investigations on the options to suit requirements and needs to look at Reliance as an option as this is similar to Unity but is free banking. Action clerk to continue investigation
	47.3	To note interest rate change for instant saver account reduced from 0.1 to 0.01% w/e/f 7/7/2020 This was noted.
20/48	COMMUNITY ENGAGEMENT	
	48.1	To receive update on both the Castor & Ailsworth- Covid-19 volunteer scheme and Good Neighbours Scheme (GNS) and agree any actions APC need to take. It was agreed at the recent joint meeting that an official thank you would be sent to the Covid19 volunteers from the PCs. The rest of the grant money owed to the group will be paid. Action clerk The applications for a GN co-ordinator close on 19.6.20 and to date there were 5 applicants. The interviews take place on 26/6/2020 via Zoom
	48.2	Agree any communication necessary via notice board, facebook or website, especially cyclist traps The clerk reported instances of dangerous traps being laid across cycleways and will check information and report on social media. Action clerk
	48.3	To review list of responsibilities of the council – on board and website, prev circ Councillors agreed the new list with no amendments.
20/49	PROJECTS	
	49.1	To receive ideas on logo design and agree use. This is to be C/F as Cllr Phillips not present. Action clerk
	49.2	To receive information and update on the Langdyke Trust All Parishes Nature Recovery Plan project and feedback from joint meeting and agree actions. There is to be a joint meeting with CPC to agree actions on the project. The minutes of the joint meeting held are circulated for comments back to Mr J Hodder please. J Hodder again re-iterated the issue with ceasing the NP website and the reference to it in the documents may mean a fundamental change to the NP. The hosting fee is due in November. J Hodder will clarify with PCC and David Shaw their view on the significance of its reference to the link that will then fail. Action J Hodder
20/50	VILLAGE GROUPS; to receive any relevant updates To review joint Parish Council meeting on 10th June 2020 outcomes and agree actions. All have had the minutes and the joint actions regarding the litter picking event and vote of thanks. Nothing more to add than that mentioned.	
20/51	PARISH LAND AND ALLOTMENTS	

	51.1	To receive update on improving the water supply at the top end and agree action, as circulated After discussion it was agreed that the short term option of a new hose pipe and T junction fitting is not sensible until the details regarding sharing the digger cost with CPC is known. It was agreed that the clerk liaise with CPC and obtain 3 quotes for an extra 2/3 taps for future consideration. Action clerk	
	51.2	To report on allotments and agree action and agree regular allotment inspections. It was agreed that regular observations will be made to check all is in order. Action Cllr Moon	
20/52	PLANNING APPLICATIONS previously circulated were received and noted		
	52.1	20/00569/HHFUL s/s rear extension, front porch alteration and internal alterations at 24 Helpston Road. Permitted 5/6/2020	
	52.2	Re-consultation of 20/00365/HHFUL 2 storey rear extension with 2 rooflights to be installed into rear roof elevation at 15 Maffit Road. Permitted 21/5/2020	
	52.3	20/00212/HHFUL proposed construction of a s/s rear extension at 3 Main St. Permitted 6/5/2020	
	52.4	20/00634/HHFUL proposed domestic Car Port within the existing curtilage of the property at 15 Main St. Conservation Officer reported new roof is ok now. Councillors will check in person as concern over amount of development and possible street scene impact. Action Cllrs to check and report back.	
	52.5	20/00679/HHFUL proposed reroofing of existing utility and addition of bin store at 11 Helpston Road, deadline 30/6/2020. No concerns raised. Action clerk to comment	
20/53	FOOTPATHS AND RIGHTS OF WAY		
	53.1	To receive feedback on issues on Station Road/breaches of restrictions/road closure request/litter in light of recent correspondence from Nene Park Trust and agree any actions, prev circulated Nene Park Trust have increased their patrols in light of increased littering and breaches of lockdown regulations. A new bin has been installed half-way down Station Road. The requested road closure did not meet criteria to action it. Regular contact with NPT is in place.	
	53.2	To review Speedwatch scheme from joint meeting discussions Action clerk to investigate Station Road as a speedwatch location	
	53.3	To note feedback from P Tebb, PCC, for reduced verges in Main St for parking, prev circ, and resolve action needed. The clerk reported she has confirmed P Tebb to order the gates and will ask for a date for action on the other measures following a reply from him as to what's agreed, again. This will be escalated higher if no firm action is seen as the timescales are embarrassing.	
	53.4	To review speed restriction measures now on order, prev circulated, and confirm further action. See above.	
	53.5	To receive notification of overgrown footpath north of Holme Close leading to Helpston Road Cllr Samways had looked at the footpath and agreed it is very overgrown and needs attention. He will contact the officer at PCC to contact Homes England.	
20/54	CLERK REPORT –receive and note correspondence not previously circulated and decide any items to bring back to future meeting. Free Active Holiday Clubs, circulated It was agreed this was worth investigating depending what facilities they needed. Clerk to action /reply		
20/55	ORDERS FOR PAYMENT		
	Payments were agreed to be made as follows;		
	55.1	CGM invoice 229807 PAID 5/6/2020	£372
	55.2	HMRC employer tax for May – higher than previously due to tax code change	£77.40
	55.3	Clerk pay £243.10 plus home office £27 - PAYE payable 30/6/2020	£192.70
	55.4	Zoom subscription shared pm J Rice paid	£3.20
	55.5	J Rice ink cartridge subs increased and shared pm J Rice paid	£4
	55.6	J Rice mileage May/June	£9.90
	55.7	J Rice stationery files	£6.95
	55.8	Future grass cutting bills as per contract	tbc
	55.9	J Rice/laptop purchase	As agreed above 47.2
	55.10	Chapel rent	£220
	55.11	Covid group,	Approx £3.28 tbc
		Receipts were noted as follows;	Receipts
		Business bond interest	£78.59
20/56	The date of the next remote meeting was confirmed as Monday 20th July 2020 at 7.30pm		