

MINUTES OF THE AILSWORTH PARISH COUNCIL MEETING

ON MONDAY 19TH OCTOBER 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 (Vice Chairman), Mr M Samways, Mr R Moon, Mr J Phillips

Clerk Miss J Rice.

Members of the public 2; Mr R Ingham and Mr J Hodder

20/90	APOLOGIES FOR ABSENCE	
	To receive and note apologies received and if accepted by the Clerk. There were no apologies received by the Clerk except from Cllr Phillips that he may arrive a little late.	
20/91	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). There were no declarations of interest made.	
20/92	PUBLIC PARTICIPATION A maximum of 15 minutes was permitted for members of the public to address the meeting. Mr R Ingham, tennis club representative, attended again to answer any more questions on the application for a grant from the Parish Council to support the club's plans to move and expand. He explained the plan was to apply for planning for 2 dwellings, rather than the one house that planning has suggested. He asked the Council to support this as well as financial support of 3k for associated costs with the planning and move to the Woodlands site to a bigger and better club – the current site has been outgrown and grass maintenance costs are high. The plan is for non-members to be able to book too and coaching schemes offered to the community and school. Other grants will be applied for from other organisations and support from the council is sought.	
20/93	MINUTES OF THE LAST MEETING on 21st September 2020 (previously circulated) The minutes of the last meeting were agreed as a true record and signed electronically by the chair.	
20/94	MATTERS ARISING. Update on open-air cinema event, website has been updated in line with regulations, Cycle West planning application supported, signs put up in bus shelter and defibrillator to be repainted with Crown sponsored paint. Updates were all noted.	
20/95	GOVERNANCE AND TRAINING MATTERS	
	95.1	To receive feedback on the annual asset management checks, Cllr Samways benches and goal posts, Cllr Phillips bus shelter, Cllr Ellershaw notice board, Cllr Perkins information board and telephone kiosk, Cllr Moon village sign. Councillors present all reported on their respective checks and the assets were OK.
	95.2	To note basic councillor training opportunities still available, including new finance and budget preparation training dates, previously circulated, and agree new bookings. Cllr Moon is booked on the new Councillor training course. No other bookings were requested.
	95.3	To note latest advice on holding face to face meetings and decide on future arrangements. The Clerk reported that the advice from NALC is still to conduct remote meetings unless there is a real problem with doing this.
	95.4	To note outstanding Councillor vacancy and resolve to consider what if any action is required. Councillors were asked to consider people to approach to see if they are interested. A notice remains in the notice board and the Clerk was asked to put a message on the Facebook sites. Action Clerk
	95.5	To receive update on new Unity Bank application The Clerk reported that the application is progressing slowly and the current and deposit accounts will be opened asap. Action Clerk
20/96	RECREATION GROUND/VILLAGE GREEN/BUS SHELTER	

	96.1	To receive feedback on possible repainting of the MUGA shelter and/or replacing it with new benches. The Clerk has chased this up for information from PCC but has not had a reply. They will be chased up. Action Clerk
	96.2	To receive update on data from the bus questionnaire to include the Doctor's surgery situation for representation to PCC. Cllr Phillips reported that the data still needs to be sorted and presented to the PCC. Action Cllr Phillips
20/97	FINANCE	
	97.1	To receive and note bank balances and quarterly finance reports/bank reconciliation – attached These were received and noted and no questions asked.
	97.2	To receive feedback from councillor quarterly internal audit control checks The Clerk had arranged for random invoices to be picked and checked through the system and there were no issues reported.
	97.3	To receive and agree project ideas for next year's budget, to include Good Neighbour Scheme, plus agree finance meeting to prepare a budget. Councillors were asked to consider projects for next year to include in the budget. It was confirmed that the Good Neighbours – Rural Peterborough will need some funds, the Nature Recovery Plan, the Climate Change initiative and an increase in the grant available to help local groups. A meeting to produce a budget proposal will be arranged in due course. Action Clerk
20/98	COM	MUNITY ENGAGEMENT AND JCAP
	98.1	To agree terms of reference for JPLG and revised JCAP The revised terms were agreed and will be on the joint meeting agenda in December. The revised JCAP has been circulated and will be put on the website. Action Clerk
	98.2	To consider and agree any new JPLG in December agenda items, water meter/billing. There were no other suggestions.
	98.3	To note files from NP website transferred to APC website however more work is needed. This was noted and it was agreed that an email needs to be sent to PCC to explain where the files are as no formal amendment is needed due to the change in files/links. Action Clerk Mr J Hodder re-iterated the need for PCs to review the implementation plan Section 7 in November.
	98.4	To note action regarding Doctor's surgery and quick response and resolve any further action necessary. It was noted that the Doctor's surgery responded well to the letter about its services and their response has been communicated via the village FB page. It was agreed that any future communication from Wansford surgery for its patients be forwarded to the village FB page also.
	98.5	To receive feedback from recent meeting with Nene Park Trust and note next meeting date of 3rd December. The notes of the meeting were circulated previously and noted. It was noted that they are making improvements with new signage and venture with local farmers plus new bins and patrols - these will reduce shortly as the need has reduced. Communications from them to be sent via Clerk for community information.
20/99	PROJECTS	
	99.1	To receive latest information and update on the Langdyke Trust All Parishes Nature Recovery Plan project following a recent meeting. Cllr Ellershaw commented that this is progressing with a view to establishing local, specific actions. The Bainton and Ashton Parish Council Plan will be sent to the group for information/reference. A conversation with Castor Parish Council needs to take place also for a joint approach. Action Clerk
	99.2	To review position with Council logo and agree design and production. Cllr Phillips said he had passed the photo to use to Cllr Perkins who will be designing the logo. Action Cllr Perkins
20/100	VILLAGE GROUPS	
	a)	To review response to Cedar Centre after application for a donation and agree action, previously circulated. Further grants had been investigated and the information sent to Mr S Woolley. It was agreed that more understanding of their situation is needed before a decision can be made to give financial support. Also, that groups and potential users possibly need to be contacted regarding options. Action Clerk to write
	b)	To review detailed application from tennis club for a donation and agree response, previously circulated. This was discussed at length and whilst the project is supported in general, concerns were raised around the benefits to the whole community and also that the costs could be recouped after the sale of the land and therefore maybe a

	loan would be more appropriate. It was agreed that the planning application for 2 residential dwellings would be supported. Action Clerk to send decision.	
20/101	PARISH LAND AND ALLOTMENTS	
	101.1	To note rent received for New Close field allotment. This was noted as half the rent with the remainder due at the end of January.
	101.2	To revisit request from M Howard for £500 donation towards fencing for her and the New Close fencing in light of planning enforcement enquiry resolved.p This was discussed again after the planning authority decided that there had been no breaches of regulations in the work undertaken to the hedge. It was resolved that the £250 already in the budget for improving New close boundary be granted towards the cost of the new fence. Action Clerk
	101.3	To receive details from CPC on supposed water usage at New Close and resolve action, previously circulated. Details were received and noted. Concerns were raised at the amount of water charged for and no proof of readings given despite being requested. At the regular meter reading recently taken by APC the digits were difficult to read and need to be confirmed as usage appears to be too high after the leak was fixed. Action Clerk to re-request more details and Clr Samways to read meter with a resident.
	101.4	To note all allotments bar one renewed and vacant plot being allocated. This was noted.
20/102	PLANNING APPLICATIONS previously circulated	
	102.1	20/01305/CTR removal of 2 sycamore trees at Sycamore House, 1A Maffit Road. The Council has no objections. Action Clerk to respond.
	102.2	To receive, note and consider planning white paper response, following advice from Cllr Shaw. All agreed with the response from Cllr Shaw and J Hodder and a response from APC will be sent in and sent also to the Mayor, MP and Ward Councillors. Action Clerk
	102.3	To note outcome of enforcement query regarding the cutting of hedges north of New Close field. It was noted that the Enforcement team said that there had been no breach of the regulations.
20/103	FOOTPATHS, RIGHTS OF WAY, VERGES AND SPEED CONTROLS	
	103.1	To review situation regarding the introduction of a new Speedwatch scheme following a request for volunteers and resolve action. The Clerk reported that there had been 8 residents volunteer so far however around 12 are needed for the scheme to operate well. A further request will be put out. Action Clerk
	103.2	To receive update on further speed restriction measures on order ie roundels, rumble strips and review flashing sign in Helpston Road following requests for an update. This issue has been raised with the Ward Councillors as no update or action has been seen. A staff meeting with Highways has been arranged and it is hoping action will follow.
20/104	CLERK REPORT	
	<p>a) To consider entry in village tribune to C/F from previous meeting The next issue deadline has been missed and so a request for the Jan/Feb issue will be looked into. Deadline 4/12/20</p> <p>b) To receive information regarding residents call for cctv again and resolve to revisit or not. Wireless option visit. This was discussed but due to the issues and costs it was agreed not to do more at the present time.</p> <p>c) To receive correspondence from new food outlet/bistro and request for position in village, previously circulated. This was discussed and it was resolved to support the venture and reply to this effect giving some advice on parking, location and evening. Action Clerk</p>	
20/105	ORDERS FOR PAYMENT	
	All payments were noted and agreed as follows;	
	105.1	To note CGM invoice no 233017 paid 23/9/2020 for work on 3/8/2020
		£186 paid
	105.2	CGM invoice 233931 for work on 25/8 and 7/9
		£372
	105.3	HMRC employer tax
		£tbc when pay agreed
	105.4	Clerk pay £tba plus home office £27 - PAYE payable 31/10/2020
		£tbc
	105.5	Clerk backpay due April to October
		£tbc
	105.6	Reimburse Zoom subscription shared pm J Rice paid October
		£3.20
	105.7	Reimburse J Rice ink cartridge subs and shared per council pm J Rice paid October
		£4
	105.8	J Rice mileage October
		£nil

	105.9	Donation to M Howard, fencing	£250
	105.10	Future grass cutting bills as per contract	tbc
	105.11	Website accessibility changes by Adam Curtis	£150
	105.12	Wreath purchased by Clerk - Reimburse	£30
	105.13	Councillor training costs	tbc
	105.14	Allotment water bill (and Wave water bill to be followed up)	tbc
20/106	To note	Receipts. New Close field allotment rent instalment Garden allotments rent, various dates and amounts	Receipts £150
20/107	CLOSED SESSION to discuss Clerk appraisal. To receive feedback from Staffing Committee and proposals put forward re contract to agree. Members of the public are excluded due to the confidential nature.		
20/108	END OF CLOSED SESSION. Public to be included. Summary to be given from closed session. Cllr Samways gave feedback that the appraisal had taken place and objectives and support for more hours on a flexible basis had been given and it was resolved to give one incremental salary point rise.		
20/109	DATE OF NEXT MEETING It was noted that the date of the next remote meeting is Monday 16th November at 7.30pm		