

MINUTES OF THE AILSWORTH PARISH COUNCIL MEETING

ON MONDAY 19th APRIL 2021 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 (arrived after 21/6), Mr R Moon (left at 8.45, at 8.3), Mrs A Perkins, Mr J Phillips

Clerk Miss J Rice.

Members of the public 7: Cllr N Boyce (Chairman, Castor Parish Council. Left at 9pm, 10.1), Mr J Hodder, Mr M Brailsford, Mr S Langston-Jones, Mr J Elson, Mrs S Magill, Mr J Collingridge (PCC)

21/1	APOLOGIES FOR ABSENCE	
	To receive and note apologies received and accepted by the Clerk. There were no apologies, only from Cllr Samways being a little late.	
21/2	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.	
21/3	PUBLIC PARTICIPATION	
	A maximum of 15 minutes was permitted for members of the public to address the meeting. The public were invited to attend by using the details of the zoom meeting published on the agenda and on the website. James Collingridge from Peterborough City Council attended first part of meeting to discuss verges etc. Cllr Pickett thanked Mr Collingridge for attending. Mr Collingridge introduced himself as the Head of Environmental Partnerships. He explained the same issues with parking and damaged verges occurs across the city and physical barriers such as oak posts, stones and planting plus resident awareness have all been used, depending on the area. He would walk round the village and make recommendations to Highways if appropriate. The main issues and problem areas were briefly outlined and it was agreed that a meeting would be set up to walk around to see them and to give best advice. A member of the public asked what had happened since the issues were raised with the temporary shop and Cllr Pickett explained a change of use application has been submitted to the Planning Dept and builder has site insurance in place. The planning application will follow due process and is now in the planning department's hands. It was explained that there are ongoing issues between neighbours over party walls and scaffolding and that better and regular communication would be beneficial to, and by, all. Councillors will continue to liaise where appropriate.	
21/4	MINUTES OF THE LAST MEETING on 15th March 2021 (previously circulated). These were agreed as a true record and will be signed in due course. Action Clerk/Chairman	
21/5	MATTERS ARISING: Feedback re skip provision and possibility to do joint venture. The Clerk said that the City Council will not man a skip and that maybe it could be discussed at a future, joint parish councils meeting to see if it would be a suitable option. This was however questioned now that the recycling and bulky waste service is resumed.	
21/6	CO-OPTION OF NEW COUNCILLOR TO VACANCY	
	To receive applications, herewith, for the vacancy and resolve to appoint as per the Co-option policy. Successful applicant to sign the declaration of acceptance before joining the meeting. Councillors received and noted both applications. Candidates were put in the waiting room whilst a decision was made. After discussion and a vote the candidates returned and were told that Mr S Langston Jones is to be appointed, although it was a very close run thing. Cllr Pickett thanked them both for their applications and hoped Mrs Magill would continue to work with the working groups for Good Neighbours and the Nature Recovery Plan. Mr Langston Jones signed the Declaration of Acceptance on screen and joined the meeting as a Councillor. The Clerk will send the necessary paperwork and information. Action Clerk	
21/7	GOVERNANCE AND FINANCE	
	7.1	To receive and note finance report for end of year and end of year accounts, plus resolve to agree Certificate of Exemption from audit, herewith. Councillors received and noted the end of year report and a query over high maintenance expenditure explained due to allotment water and piping. Due to the level of receipts and payments, the AGAR part 2 and exemption from full audit is appropriate. The Clerk explained that the accounting statements are complete and will be checked by the auditor and then the AGAR forms approved at the next meeting. Action Clerk
	7.2	To review the effectiveness of the Internal Audit/or and resolve to appoint to perform end of year audit or an alternative.

		The Clerk explained that the Internal Audit section of the Joint Practitioners Advisory Group has been revised and that the current auditor would still be doing a check as previous years. The Councillor's internal control checks have been introduced and a 100% check of cash book is not felt necessary and the council might benefit from a change in auditor this year. It was agreed to try a swap to the NCALC auditor for a fee of £150 which is within budget. Action Clerk to arrange
	7.3	To receive revised Financial Regulations and review ready for May meeting, herewith. Councillors received and noted the revised draft and are asked to review them ready for the May meeting. Action Councillors
	7.4	To note changes in legislation and latest position re face to face meetings, including Government call for evidence on remote meetings, and resolve action necessary. The Clerk explained that there is a High Court challenge to the decision to disallow remote meetings after 6 th May and that a decision is expected at the end of May. The venues for the Annual Meetings (of the Parish and the Council) will be decided after this is known.
	7.5	To note training opportunity on Code of Conduct and resolve attendance. The dates for the new code and new Councillor training will be circulated and dates booked as appropriate. Action Clerk
21/8	PARISH PROJECTS	
	8.1	To review progress with the Nature Recovery Plan (NRP) and residents' involvement and resolve any new action including noting new Heritage group. Cllr Ellershaw said there had been little progress with the Langdyke Trust NRP actions, however John Elson shared an idea and brief for the recreation ground. Due to the decline of insects and wildlife in general, a new long grass/cutting regime can encourage insects, with lanes for walking and more trees may be planted. The plan has 3 phases and the grass contractors will initially need to be consulted on where not to cut and the public informed of why to avoid complaints. Councillors agreed to the plan and a meeting on site, to explain to the contractors, will be set up. School and pre-school, cubs and scouts and Duke of Edinburgh groups will possibly be included at a later date. Action Clerk, Cllr Ellershaw, J Elson Cllr Moon left the meeting.
	8.2	To receive update from play/recreation ground area development working group. See above. No other development yet arranged.
	8.3	To receive update and progress with house history stickers and agree any actions. Cllr Pickett has given lots of old records and information to Cllr Moon for the research with Mr Baxter and Mr Perkins to take forward for 2022.
	8.4	To receive recirculated logo and resolve to adopt. It was agreed to try the logo as a bigger picture and re-circulate. Action Cllr Phillips
	8.5	To receive update from Climate Action Group, circulated. This was received and noted.
	8.6	To note telephone box painted and sponsor information sent/displayed and acknowledged. This was noted and Cllr Phillips was thanked for doing this.
21/9	JOINT COMMUNITY ACTION PLAN/NEIGHBOURHOOD PLAN	
	9.1	To receive and note the minutes from the last joint meeting and review actions on Climate Change policy statement, shop as Community Asset, future burial provision and review of mobile vendor. The revised JCAP and the joint meeting summary were agreed. The JCAP will be put on the website. The Clerk had sent a policy statement idea to the group for a joint statement to be agreed at a future joint meeting. Action Clerk Any Community Asset register will need to include other village assets and will be reviewed with CPC. The future burial provision is in discussions with the wider community. The food vendor was very well-received and no problems were reported. CPC will review their position. Clerk has told the vendor they are free to come again in May.
21/10	FOOTPATHS, RIGHTS OF WAY, VERGES	
	10.1	To review feedback from James Collingridge, PCC, re verges, options and actions. James to attend first part of meeting. See above, public participation. A further meeting is to be set up.
	10.2	To note area at top of Maffit road being cleared by A Harrison Smith. The Clerk reported that as it is drier weather and following some previous concerns, the area is now being tidied up considerably and is appreciated.
21/11	ALLOTMENTS AND PARISH LAND	
	11.1	To review use of recreation ground for private football training sessions and requests for dog training and Wandering Willows sessions, circulated, and consider hire policy and charges and resolve responses.

		The Councillors agreed that a consistent approach is needed and whilst it is to remain a public, open space free for all to use, there is enough room for groups to use the space for sports and activities. The main concern is safety for the public and all groups/users should have insurance and do a risk assessment. It was agreed by majority that, in principle, individuals that approach the PC to use the space are given permission subject to certain conditions being in place. A hire “application form” will be drafted with advice from Cllr Moon. Action Clerk
	11.2	To note action re repairs to bench on P’boro Rd, new dog poo bin and grit bin. The Clerk reported that the bench is being restored and replaced shortly and a new bin is on order. No update has been received regarding the grit bin and this will be chased. Action Clerk
	11.3	To note tree works requested and due to be done asap. This was noted – works due to be done as per survey results. Clerk to ask for quote
	11.4	To note resident’s request for the Parish Council to cut the hedge along Station Road in front of houses and resolve response. The Clerk explained the request following the resident’s lack of response/responsibility from the developer and the City Council to cut the hedge. Cllr Samways agreed to contact the Housing Association body first to see if anything can be done. Action Cllr Samways
	11.5	To note request from resident to review new gate installed at top of Maffit Road/A47, PCC investigating. This was noted in case of further complaints as it is not suitable for a bridleway.
	11.6	To note request for bigger bin and CCTV in Station Road in light of previous problems and possibility of grant and resolve response. This was discussed as in previous years the bins have overflowed. Nene Park Trust had responded well though and the problem was averted in the main. The situation will be reviewed in the better weather. More rangers are now employed and so overall CCTV felt to be ineffective due to cost and monitoring requirements. The situation will again be reviewed in case it worsens considerably.
	11.7	To note quote for new meter and chambers at/near New Close and decision by CPC as to how to progress. The Clerk had circulated communication to and from CPC about the situation. CPC had started their work alone and so would not be sharing the cost of the quote previously obtained and presented for the work needed. Cllr Boyce had left the meeting so unable to comment and therefore difficult to decide any action again. It was agreed that Cllr Langston Jones would discuss the issue with CPC and maybe meet on site, as it is assumed that the leak still needs to be fixed in their field. Action Cllr Langston Jones.
	11.8	Allotment update – clearing rubbish, water turned on and hedge whips planted. Cllr Moon had visited the allotments to inspect them and sent a report that there was no rubbish to be cleared, no dripping taps and all looked in order.
21/12	ROAD SAFETY WORKING GROUP	
	12.1	To receive and note feedback from first WG meeting and agree any actions/expenditure, including new MVAS. Cllr Perkins asked if the research that CPC had done is ok for a new flashing speed camera for APC/Helpston Road, at a cost of £2362 and this was approved. Subject to the post being assessed for suitability with Highways, the camera will be purchased. Action Cllr Perkins
	12.2	To note addition of measures to list of actions by Highways for replacing mirror and complaints re HGVs. The Clerk stated she had received and forward more complaints regarding the increase of HGVs trying to get through the village. The mirror that has been removed will not be replaced by PCC Highways as it is not thought necessary. The list of actions is being progressed by the end of May after a traffic order is placed.
21/13	PLANNING APPLICATIONS previously circulated were discussed and responses agreed.	
	13.1	20/01026/FUL Construction of dual use cycle/pedestrian path and associated earthworks from Sutton village across the meadows to the Nene Valley Railway station at Stibbington including cattle grids, a new 3m wide timber cycle/footbridge over field drain and new flight of steps with wheeling channel to the across the River Nene. Deadline 18/2/21. Decision pending.
	13.2	20/00173/TRE T2, T3 and T4 Lime trees to remove at The Limes, 3 Helpston Road. Deadline 12/3/21, asked for extension to 16/3/21, response sent, awaiting decision.
	13.3	20/00032/HHFUL re-consultation as width of 2 story rear extension is reduced and window repositioned. Deadline 23/3/21. Notification that it has gone to Planning Committee was noted.
	13.4	21/00304/HHFUL 2 storey rear extension at 24 Helpston Road. Deadline extended to 20/4/21. PC response agreed as no objections.
	13.5	21/00419/CTR apple tree pruning at 47 Main St, deadline extended to 20/4/21. No objections.
	13.6	21/00512/CTR various tree works at 9 Maffit Road, deadline 29/4/21.

		Cllr Langston Jones declared a personal interest and the Clerk explained he would not be able to vote on any response. Cllr Pickett explained there were concerns about the number of trees listed to be removed from the front and it is hoped that the Tree Officer will visit soon and decide which are necessary for the works and which are dangerous due to overhead cables. It was confirmed that the hedging is planned to be re-instated after vehicle access is used and that trees will be replanted where possible following the works. It was agreed that the PC will respond to say that only trees that are absolutely necessary to be felled should be felled and trees replanted as far as possible afterwards. Action Clerk	
	13.7	To note planning permission application submitted for temporary shop situation and other issues discussed. To review situation and resolve any action. This was discussed in public participation above and the communication between parties to be encouraged and supported.	
21/14	COMMUNICATIONS/WEBSITE/FACEBOOK, TRIBUNE AND PARISH NEWS To discuss and agree entries and if other communications needed, including message to Cllr Holdich. It was agreed to send a formal letter of thanks and best wishes to Cllr Holdich on his retirement. Action Clerk		
21/15	ORDERS FOR PAYMENT		
	Payments made were noted and it was agreed to pay the following; The £750 payment agreed last April for the Queen's Platinum event will be paid as and when it is needed and more may be considered at the time of the request.		
	15.1	Clerk pay £272.16 plus home office £27 - PAYE £4.20 payable 30/4/2021, tax code change	£294.96
	15.2	Reimburse Zoom subscription shared pm J Rice paid March	£3.20
	15.3	Reimburse J Rice ink cartridge subs share paid March	£5
	15.4	J Rice mileage March 2021	£nil
	15.5	HMRC employer payment deducted from salary	£4.20
	15.6	CAPALC fees	£284.20
	15.7	Burial ground fees	£1907.62
	15.8	Confirmation of amount for revised water bill/CPC bill - paid	£399.21
	15.9	New meter/chamber	tbc
	15.10	Overtime hours Clerk 10 hours at £12 ph	£120
	15.11	Donation to Queen's Platinum Jubilee event	tbc
		Receipts/ transfers. None	Receipts None
	DATE OF NEXT MEETING It was noted that the next meeting is the Annual Meeting of the Parish Council and Annual Parish Meeting together on 24 th May 2021 at 7.15pm – format to be decided after court case decision. Residents are invited and encouraged to the parish meeting to raise any areas of concern or ideas. It was noted that the Parish Council Liaison meeting has been cancelled.		