

# MINUTES OF THE ANNUAL MEETING OF AILSWORTH PARISH COUNCIL

## ON MONDAY 16<sup>th</sup> MAY 2022 AT 7.30PM

Held at the Chapel, Main St, Ailsworth

**Present** were Councillors M Ellershaw (Vice Chairman) Mr S Langston-Jones, Mr R Moon, Mrs A Perkins, Mrs J Pickett, Mr M Stalley Clerk Miss J Rice

**Members of the public** Mr J Hodder

22/1	<p><b>TO ELECT A CHAIRMAN</b></p> <p><b>Current Chairman to take nominations for Chairman position and then propose, second and vote to elect. Elected Chairman to sign the declaration of acceptance and chair the meeting.</b></p> <p>Cllr Pickett asked for nominations for Chairman. There was only one Councillor willing and nominated to do the role although other Councillors expressed an interest in sharing the role and workload by rotation of the Chairman position. The Clerk explained that if a Chairman was elected and present at a meeting, they have to chair that meeting. It was further explained that if no Chairman was willing or nominated, then electing a Chairman would need to be tried at each meeting. Cllr Pickett was then proposed, seconded and voted in as Chairman. The declaration of acceptance was duly signed. All Councillors signed a declaration of acceptance to be a Councillor. The Clerk recommended training for Chairman positions.</p>
22/2	<p><b>TO ELECT A VICE CHAIRMAN</b></p> <p><b>Chairman to take nominations for Vice Chairman position and then propose, second and vote to elect.</b></p> <p>Cllr Pickett took nominations for Vice Chairman. Cllr Perkins was the only nomination and was proposed, seconded and voted in as Vice Chairman.</p>
22/3	<p><b>TO NOTE NEW COUNCILLOR ELECTED - DECLARATION OF ACCEPTANCE TO BE SIGNED AND REGISTER OF INTERESTS TO BE COMPLETED AND CONSENT TO EMAILS.</b></p> <p>M Stalley was confirmed as the new Councillor, having been elected via the recent non-contested election. His forms were duly signed. Cllrs were all reminded to submit their expenses forms, as circulated. <b>Action All</b></p>
22/4	<p><b>APOLOGIES FOR ABSENCE. To receive and record apologies sent to the Clerk.</b></p> <p>Apologies were received from Cllr Samways.</p>
22/5	<p><b>DECLARATIONS OF INTEREST</b></p> <p><b>To receive all declarations of interest under the Council's Code of Conduct related to business on the agenda. Reminder to members to update their register if necessary.</b> (Members should disclose any personal, prejudicial or pecuniary interests in the business to be discussed and are reminded that the disclosure of a Disclosable <i>Pecuniary</i> Interest will require that the member withdraws from the meeting room during the transaction of that item of business).</p> <p>There were no declarations of interest made.</p>
22/6	<p><b>PUBLIC PARTICIPATION</b></p> <p><b>Arrangements were made for the public to join the meeting and a maximum of 15 minutes was permitted for members of the public to address the meeting on any item on the agenda.</b></p> <p>J Hodder was the only member of public present and it was agreed that the item 22.10 be discussed now. The agenda for the Joint Parish Councils Meeting was agreed as circulated and the revised date of 8/6/22 agreed. The Clerk will arrange the Zoom link. J Hodder also re-iterated the need for the working group terms of reference to have mention of the relevant Neighbourhood Plan policies in them. <b>Action Clerk/Cllrs to attend the JPLM.</b></p>
22/7	<p><b>MINUTES OF THE LAST MEETING (previously circulated) and matters arising</b></p> <p><b>To confirm as correct the record of the minutes of the meeting held on Monday 25<sup>th</sup> April 2022, Chairman to sign, previously circulated.</b></p> <p>The minutes were confirmed as a true record and duly signed by the Chairman.</p>
22/8	<p><b>GOVERNANCE, FINANCE AND TRAINING</b></p>
	<p><b>8.1 To appoint an internal, quarterly, financial checker who is not a bank signatory.</b></p> <p>Cllr Langston-Jones was appointed internal finance checker.</p>
	<p><b>8.2 To review and appoint committees and working group members and their terms of reference. IE Road Safety Working Group (RSWG), Nature Recovery Group (NRG), Land Management Group and Staffing Committee, herewith.</b></p>

Signed by Chairman \_\_\_\_\_ Date \_\_\_\_\_

	<p>Members of the groups were agreed as NRG; E Stalley, T Elson and J Elson plus Cllrs Stalley, Ellershaw and Pickett. RSWG; Cllrs Perkins, Stalley and Anker (CPC). Land Mngt; Cllrs Ellershaw, Perkins, Pickett and Stalley and Staffing Committee; Cllrs Samways, Perkins, Pickett and Stalley.</p> <p>It was agreed the RSWG would continue until after the fete when more Speedwatch volunteers might be recruited. <b>Action Relevant Cllrs</b></p> <p>The terms of reference were received and agreed subject to a reference to the NP policies being inserted. <b>Action Clerk</b> It was agreed to check with Cllr Samways at the next meeting if he would continue with being a link Cllr to the Climate Action Group.</p>
<b>8.3</b>	<p><b>To receive and note the annual internal auditor's report and agree any actions necessary, to follow.</b></p> <p>The report was received and noted. The advice notes were accepted and the arrangement with payment for opening and closing the bus shelter is still to be sorted. <b>Action Cllr Perkins to see T McGinn.</b></p>
<b>8.4</b>	<p><b>To receive and note the AGAR Annual Governance Statement and approve.</b></p> <p>The Section 1 governance statements were read out and approved.</p>
<b>8.5</b>	<p><b>To receive and note the AGAR accounting statement and approve.</b></p> <p>The Section 2 accounting statements were received and approved.</p>
<b>8.6</b>	<p><b>To receive and note the Certificate of Exemption and approve.</b></p> <p>This was received and approved.</p>
<b>8.7</b>	<p><b>To arrange for the signing of the Governance Statement, Accounting Statements and Certificate of Exemption and to note the certificate will be sent to the external auditor.</b></p> <p>The forms were signed. <b>Action Clerk</b></p>
<b>8.8</b>	<p><b>To note the commencement date for the exercise of public rights as 13/6/22.</b></p> <p>This was noted and runs to 22/7/22.</p>
<b>8.9</b>	<p><b>To note qualification for General Power of Competence and resolve to adopt, details herewith.</b></p> <p>The Clerk explained further what this means and the Councillors all agreed it was a good idea and possibly of benefit and so it was approved. <b>Action Clerk</b> to arrange required review of criteria when needed.</p>
<b>8.10</b>	<p><b>To note training opportunities circulated and agree attendance.</b></p> <p>The training on offer was received and noted. It was agreed that Cllr Langston-Jones and M Stalley will attend the Councillor training asap and Chairmanship will be considered. <b>Action Clerk to book.</b></p>
<b>22/9</b>	<b>PARISH PROJECTS</b>
<b>9.1</b>	<p><b>To review the plans from play equipment supply companies and agree a way forward, to follow.</b></p> <p>Cllrs Perkins and Pickett presented some plans they had received from companies so far and the feedback received so far from Peterborough City Council who had been previously involved. Popular ideas such as the zip wire, active play/trim trail, accessible roundabout, basket swing were discussed and locations considered. It was agreed to have ideas presented at the fete on 9/7/22 and feedback taken on board. It was further agreed that once a plan was formulated, a grant application will be submitted. In the meantime, Wittering play park will be visited. <b>Action Cllrs Pickett and Perkins</b></p>
<b>9.2</b>	<p><b>To review the youth shelter and agree a way forward.</b></p> <p>It was agreed that due to the tatty and purposeless look of the current seating structure and time lapse on a decision, it was important to vote on a solution and there was a proposal to remove the old shelter and replace it with a 3 bench seating area. There was a majority vote in favour of doing this asap. <b>Action Clerk to make enquiries.</b></p>
<b>9.3</b>	<p><b>To receive update from Nature Recovery Group and agree any planned expenditure within budget.</b></p> <p>Cllr Stalley updated the meeting on the new benches being installed, the wildflowers, turf sofas and 30 healthy trees. A note of thanks was recorded for Eileen Stalley for preparing the planters. Expenditure of upto £100 for anchor kits was agreed. <b>Action Cllr Stalley.</b></p>
<b>9.4</b>	<p><b>To note trial of new free permit scheme for residents of Castor and Ailsworth, as circulated.</b></p> <p>The information was received and noted for a combined, village service.</p>
<b>22/10</b>	<p><b>JOINT COMMUNITY ACTION PLAN/NEIGHBOURHOOD PLAN/JOINT PARISH LIAISON GROUP (JPLG)</b></p> <p>a) <b>To note Joint Parish Liaison Group meeting 25/5/22 agenda items and agree items and attendance.</b> This was covered above in public time. Cllrs were asked about attendance and Cllr Ellershaw thought she could attend.</p> <p>b) <b>To note proposed litter pick date of 28/5/22 and CPC Chairman's reply.</b> It was noted that this will be deferred until June when it can be more easily arranged.</p>

Signed by Chairman \_\_\_\_\_ Date \_\_\_\_\_

<b>22/11</b>	<b>FOOTPATHS, RIGHTS OF WAY, VERGES, VILLAGE MAINTENANCE</b>	
	<b>11.1</b>	<b>To receive an update on any current, outstanding issues and resolve appropriate actions, including tarmac in Main St, correspondence regarding gate at railway crossing.</b> It was noted that emails had been received and follow up action meant the tarmac has been rectified by PCC. Also, an email has been received regarding the safety concerns about the gate at the Station Road crossing and whether the Parish Council can help as so far no response has been received. It was agreed this was a Nene Valley Railway issue and that City Cllr Peter Hiller will be approached for help. <b>Action Clerk</b>
<b>22/12</b>	<b>ALLOTMENTS AND PARISH LAND</b>	
	<b>12.1</b>	<b>To note CGM contract reduced terms and agree or not the 3 year contract, circulated.</b> The terms were received and noted and it was agreed to adopt the 3 year contract as a better deal.
	<b>12.2</b>	<b>To receive and note feedback from surveyors on options on tenancy contracts and agree next steps. To note Station Road field allotment tenancy due to be advertised from September 2022 and agree terms, also Donkey Paddock current tenancy ends 31/12/22.</b> The feedback on the land status had not yet been received and so it will need to be deferred to the June meeting. <b>Action Clerk</b>
	<b>12.3</b>	<b>To note request for additional recreation ground maintenance from/for Soccer Elites and consideration to hire charge, circulated.</b> The request was received and noted. It was agreed that the goals are an issue however the line marking and rolling was not something the PC would offer. <b>Action Cllr Langston-Jones</b> to enquire re costs to install additional goal slots to move them.
	<b>12.4</b>	<b>To note donation and request to install a bench on the green area Main St/Maffit Rd junction and resolve response, circulated.</b> The offer was received and noted. It was agreed that a Cllr will visit the resident to discuss the location and condition of the bench. <b>Action Cllr Stalley</b>
<b>22/13</b>	<b>VILLAGE GROUPS</b>	
	<b>13.1</b>	<b>To receive and note update from Platinum Jubilee celebrations group including;</b> <b>a) Response from CGM on extra cut of the rec ground.</b> The Clerk confirmed that CGM will do an extra cut in the week commencing 30/5/22 for the normal cost. <b>b) Plaque ordered and paid for.</b> This was noted and was being awaited to be delivered and installed. <b>Action Cllr Langston-Jones</b> <b>c) Insurance event cover</b> This was being dealt with by the Castor Clerk and the events committee. <b>d) Bunting orders</b> The PC has ordered lots of bunting to be put up by volunteers on 25/5/22 - there were no separate orders from residents. The planters are ready to be put in position on the green. <b>Action Cllrs avail/able</b>
<b>22/14</b>	<b>ROAD SAFETY WORKING GROUP</b>	
	<b>14.1</b>	<b>To receive update on new MVAS to be installed, as circulated.</b> It was noted that PCC has approved its position and the work is booked in to be done soon.
<b>22/15</b>	<b>PLANNING; TO NOTE LATEST APPLICATIONS AND RESOLVE RESPONSES TO NEW ONES</b> Applications were decided and noted as follows;	
	<b>15.1</b>	21/01624/OUT Construction of 2 detached dwellings with all matters (listed) reserved at Castor and Ailsworth tennis club, Holme Close. Deadline 16/11/21. <b>Response sent, awaiting decision.</b>
	<b>15.2</b>	21/01943/FUL demolition of existing building and erection of 3 x 4 bed dwellings and 1 x 5 bed dwelling, garages, parking, access, soft landscaping and associated infrastructure at Vogel site, Helpston Road. <b>Permitted. A meeting on site will be arranged to agree the trees to be removed/replaced. Action Cllrs Shaw, Stalley and Pickett and J Gibbison, Hereward Homes.</b>
	<b>15.3</b>	<b>NEW 22/00611/CTR</b> Trim Apple tree, fell 3 Elder trees in rear garden and trim tree across site boundary at 27 Maffit Road. Deadline 25/5/22. It was agreed that the PC has no objections to this. <b>Action Clerk to send</b>
	<b>15.4</b>	<b>NEW 22/00427/FUL</b> proposed remodelling of the dwelling including demolition of the existing rear and single storey bathroom, porch (no 76) and WC (no 78), two storey side and rear extensions, oak frame front porches, new vehicular access (no 76) and detached garage (no 78) at 76 and 78 Peterborough Road. Deadline 21/5/22.

Signed by Chairman \_\_\_\_\_ Date \_\_\_\_\_

		It was decided this application should be supported but with a mention that the relevant Ailsworth Neighbourhood Plan policies are not referred to in any comments or documentation. <b>Action Clerk</b>	
<b>22/16</b>	<b>CLERK REPORT/COMMUNICATION/CORRESPONDENCE TO NOTE/BRING BACK TO FUTURE MEETING</b>		
	a) <b>To note Annual Parish Conference is 8/6/22 and 2 places booked.</b> This was noted. There were no other requests to attend.		
	b) <b>To note feedback from Parish Council Liaison Group meeting and cessation of Peterborough Forum, circulated.</b> This was received and changes noted.		
	c) <b>To note dates for virtual roundtable with Police and Crime Commissioner on 11/7/22 and RSVP.</b> This was received and noted with no request to attend.		
	d) <b>To note contact from Steve Rose, T/Police Sergeant and possible future attendance.</b> This was noted.		
<b>22/17</b>	<b>ORDERS FOR PAYMENT; To note and agree payments/ transfer to be made as follows;</b> The following payments were approved.		
	<b>17.1</b>	Clerk pay £360.17 plus home office £26 - PAYE payable 31/5/22	£288.77
	<b>17.2</b>	Reimburse ink shared pm J Rice paid April	£5.80
	<b>17.3</b>	Clerk mileage Apr/May	£19.80
	<b>17.4</b>	Employer HMRC payment for May to be deducted from salary, includes extra hours last month	£97.40
	<b>17.5</b>	CGM grass cutting 247475 12/4 and 26/4	£390.60
	<b>17.6</b>	Ward Signs paid 29/4/22, for QJ plaque	£108.00
	<b>17.7</b>	Receipts VAT reclaim received	£1183.27 received
	<b>17.8</b>	Internal auditor fee	£150
	<b>17.9</b>	E Stalley for plants for planters	£125.42
<b>22/18</b>	<b>DATE OF NEXT MEETING</b> It was noted that the next Parish Council meeting is on <b>20<sup>th</sup> June 2022</b> at 7.30pm venue Chapel unless notified otherwise.		

Signed by Chairman \_\_\_\_\_ Date \_\_\_\_\_