

MINUTES OF THE MEETING OF AILSWORTH PARISH COUNCIL

ON MONDAY 25th APRIL 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 and M Samways
Clerk Miss J Rice

Members of the public Mr J Hodder, Mr M Stalley, Mr A Nash and Mrs S Nash (Climate Action Group)

21/186	APOLOGIES FOR ABSENCE. To receive apologies sent to the Clerk The Clerk reported apologies were received from Cllr J Pickett. Vice Chairman Cllr M Ellershaw chaired the meeting.	
21/187	DECLARATIONS OF INTEREST 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. (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). There were no declarations of interest made.	
21/188	PUBLIC PARTICIPATION 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. Mr Nash outlined their application for a donation towards the Climate Action Group costs for resources. He explained what the money was spent on from the previous application and to be spent on this year and their plans for events and initiatives going forward. They both feel that promotion of the group is very important and all publicity costs but is necessary. Any surplus in funds will be carried forward to the following year. It was agreed by all that the agenda can be changed in order so that the Village Groups item can be brought forward and 21/196 was covered first.	
21/189	MINUTES OF THE LAST MEETING (previously circulated) and matters arising To confirm as correct the record of the minutes of the meeting held on Monday 21st March 2022, Chairman to sign. The offer of working with the University was replied to, but as yet no reply. The minutes were agreed as a true record and duly signed by the Chairman.	
21/190	GOVERNANCE, FINANCE AND TRAINING	
	190.1	To receive and note end of year finance report ahead and resolve any queries, herewith. The report was received and noted , plus an up to date bank balance and reserves position, with no concerns.
	190.2	To receive and note accounting statement for AGAR, herewith. Internal auditor appointment booked for 12/5/22. Governance forms to be completed at May's meeting. This was noted and no concerns raised.
	190.3	To review and agree financial regulations, standing orders and asset register/risk assessment, herewith. These were received and noted with no changes requested. Action Clerk to upload
	190.4	To receive and note feedback from archiving and retention course and agree actions, herewith. The summary from the Clerk was received and noted. It was agreed that all of the old minutes and important documents need to be properly stored in county archives and that someone can be paid to scan what is required to be scanned before sending to the archives. Some historical data may also be needed for the "history blue plaques" project and a working party will make arrangements to obtain all of the historical documents for this and archiving. Further information about presentation of minutes is expected from the course tutor. Action Cllr Moon, R Perkins, Cllr Pickett and the Clerk
	190.5	To receive summary report about solely using Microsoft teams for all internal Council communication and resolve way forward, including .gov.uk accounts.

Signed by Chairman _____ Date _____

		The Clerk had investigated and summarised information relating to operating Microsoft Teams for the Parish Council internal communication and file storage as requested at the last meeting. After a discussion, it was agreed that this is not suitable at present and still the Councillors need to switch to gov.uk email addresses rather than their personal ones. It was agreed to carry this forward in the interests of time and maybe further information on websites and emails combined is needed. Action Clerk
	190.6	To note training opportunities in Planning and Allotments, plus Councillor training on 26/5. These opportunities were received and noted. Councillors to contact the Clerk for booking up. Action All
21/191	PARISH PROJECTS	
	191.1	To receive update from Nature Recovery Group and agree any planned expenditure within budget. M Stalley gave an update on the watering and moving of trees and the cutting regime changes. It was agreed he could purchase 2 picnic type benches, but with no Jubilee plaque, from the £1900 budget allocated. Action M Stalley
	191.2	To receive feedback from site visits re new equipment/play area improvements and agree next steps. Cllr Perkins updated that her and Cllr Pickett had met with 3 companies and had 2 plans and quotes submitted. It was agreed that this would be allocated 20mins at the next meeting for discussion, with the ideas circulated beforehand. Action Cllr Perkins, Cllr Pickett and Clerk
21/192	JOINT COMMUNITY ACTION PLAN/NEIGHBOURHOOD PLAN/JOINT PARISH LIAISON GROUP (JPLG) a) To note suggested end of May date for Joint Parish Liaison Group meeting and agree any agenda items to put forward. This was noted and 25/5 date by Zoom to be confirmed asap. It was agreed agenda items should include Speedwatch, Neighbourhood Plans 5 year review and Climate Action Group and strategy. Action J Hodder b) To note litter pick date of 28/5/22 and resolve APC involvement. This was noted and Cllr Boyce will be asked what any help is needed. Action Clerk	
21/193	PARISH COUNCILLOR ELECTIONS	
	193.1	a) To note uncontested election and all those nominated are automatically elected. Plus note Martin Stalley will be formally elected from the annual meeting in May following the election date. Cllr Ellershaw recognised the success of the process and all seats being filled in an uncontested election. It was noted that M Stalley is officially a Councillor from the annual meeting when the declaration of acceptance will be signed. b) Thank you to Cllr Phillips for past input to the Council. Thanks for the work by Cllr Phillips were expressed and will be recognised. Action Cllr Samways. c) To note spending returns are needing to be completed by all, regardless of spend or not, circulated. Councillors were reminded to submit their expenses form regardless of any spend. Action Councillors
21/194	FOOTPATHS, RIGHTS OF WAY, VERGES, VILLAGE MAINTENANCE	
	194.1	To receive an update on any current, outstanding issues and resolve appropriate actions. There had been a complaint about contractors who had laid tarmac at the top of Main St. The resident was advised to report in on Fixmystreet.com and the Clerk had reported it to Highways.
21/195	ALLOTMENTS AND PARISH LAND	
	195.1	To agree a contract term for CGM if different from a rolling contract. The clerk explained there was an automatic, carried over rolling contract sent and it was agreed that a contract review would be appropriate after 3 years. Action Clerk
	195.2	To receive and note Parish Land Management plan/strategy and decide on option. To note Station Road field allotment tenancy due to be advertised for 3 years tenancy from September 2022 and agree terms, also Donkey Paddock tenancy ends 31/12/22. Cllr Samways had circulated the resident survey results after the Halloween event and online consultation exercise. It was agreed that communities' views on priorities for parish land use are consistent with the draft objectives in the Land Management strategy. It was agreed that the

Signed by Chairman _____ Date _____

		<p>terms and conditions of all parish land tenancies will be reviewed with a view to updating. Legal and land agent advice is being sought. Cllr Pickett will be asked to share relevant documents relating to the transfer of the parcels of land to the parish and a summary of historical data and questions will be prepared. As the Station Road field allotment agreement is soon to expire, the current tenant will be advised and asked about timings for crops and harvest in the next year to help inform a decision about future tenancy agreements at the next meeting.</p> <p>Action Clerk, Cllr Pickett and Cllr Samways.</p>
	195.3	<p>To note Whatsapp group for allotment holders in process.</p> <p>It was noted that the Clerk had set up a group as per requests from tenants and will ask for an admin to manage it from now on. Action Clerk</p>
21/196	VILLAGE GROUPS	
	196.1	<p>To receive and note update from Platinum Jubilee celebrations group including insurance and agree any additional expenditure.</p> <p>It was noted that there are regular updates and a main meeting soon plus tickets selling well. It was confirmed that any profit will go back to the Parish Councils due to their donations. It was reported that Cllr Perkins and Langston Jones with M Stalley will be sorting the bunting, plaque, soldiers, bus shelter, planters and possibly a craft activity. Action Cllrs Perkins and Langston-Jones</p>
	196.2	<p>To note request for grant/donation from Climate Action Group and resolve response/amount, to follow.</p> <p>The application form was received and noted, along with the information from A Nash. It was unanimously agreed to donate the full amount of £766 to the group. Action Clerk</p>
	196.3	<p>To review Climate Action Group policy statement and agree wording, previously circulated.</p> <p>The Clerk had circulated the original draft that was being reviewed and another Friends of the Earth one. It was agreed these were more like action plans and that a strategy document was needed. It was noted that the Peterborough City Council had made an energy statement recently, as outlined by the Ward Councillor in his report, and it was thought best to align with that if possible. Also, the Parish Conference in early June has a Climate Action theme and may be useful. M Stalley and the Clerk to attend if possible. Action Clerk to establish timescales and details of PCC one and put the item on the joint parish council's agenda.</p>
	196.4	<p>To receive update from tennis club project, herewith.</p> <p>This had been circulated and was noted with no comments.</p>
21/197	ROAD SAFETY WORKING GROUP	
	197.1	<p>To receive update on new MVAS to be installed on new post in April 2022 and agree location.</p> <p>The location had been suggested earlier and PCC asked for their advice to confirm it as they know best. It will act as a reminder of speed just inside the village after the existing speed sign just outside.</p> <p>Parking in Main St has been raised again recently and the recent contact by the police and Ward Councillor will be asked for their advice and help. Action Clerk</p>
21/198	PLANNING; LATEST APPLICATIONS AND RESPONSES TO NEW ONES NOTED AS FOLLOWS;	
	198.1	<p>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. Response sent, still awaiting decision.</p>
	198.2	<p>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.</p> <p>It was noted that the committee voted in favour of the development, with some conditions.</p> <p>Attendance at the committee by Cllr Hiller, Cllr Shaw and Cllr Pickett appreciated.</p>
	198.3	<p>22/00254/CTR tree shaping and trimming works at 17 Main St. Deadline 21/3/22. Permitted 22/3/22</p>
	198.4	<p>20/01026/FUL To note planning appeal lodged 30/3/22 against decision to refuse cycleway link to Nene Valley Railway. Noted. Awaiting appeal hearing.</p>

Signed by Chairman _____ Date _____

	198.5	22/00209/CTR pruning of Apple tree at 47 Main St, deadline extended to 22/3/22. Permitted 22/3/22	
21/199	COMMUNICATIONS/WEBSITE/FACEBOOK, TRIBUNE AND PARISH NEWS a) To note article sent for Tribune. Next deadline 17/6/22. M Stalley agreed to send a nature recovery project update and the Clerk will send extra if time. Action M Stalley		
21/200	CLERK REPORT/COMMUNICATION NOTED AS FOLLOWS: a) Annual Parish Conference is 8/6/22 and Clerk place booked. Others welcome to attend. b) Feedback from Parish Council Liaison Meeting, Cllr Perkins attended included new transport strategy and help for Ukraine. A message will be put out about supplies still needed. Action Cllr Perkins c) Plastics/recycling event opportunity on 18/5/22 – climate action group are interested. d) Request from NALC for feedback on issues councils would like to see addressed, by 30/4/22		
21/201	ORDERS FOR PAYMENT; Payments/ transfer to be made agreed as follows;		
	201.1	Clerk pay £360.17 plus home office £26 - PAYE payable 30/4/22	£314.17
	201.2	Reimburse ink shared pm J Rice paid March	£5.80
	201.3	Clerk overtime hours 10 hours Feb/Mar/Apr	£127
	201.4	Clerk mileage Feb/Mar	£9.90
	201.5	Clerk for new notes pad	£3.50
	201.6	Employer HMRC payment March to be deducted from salary	£72
	201.7	CAPALC subscription	£295.28
	201.8	Good Neighbours scheme subs	£259
	201.9	CAPALC retention training	£30
	201.10	CGM grass cutting 246381	£195.30
	201.11	Planters paid for to D Edwards	£100 paid 23/3
	201.12	Burial fees	£1989.52
	201.13	Donation to the Climate Action Group	£766
	201.14	Receipts/ transfers. ½ precept received Grant recreation ground Grant burial ground VAT reclaim submitted for £1183	£3808.25 £2350 £746.25
21/202	DATE OF NEXT MEETING It was noted that the next Parish Council meeting is the Annual Parish Council Meeting on 16 th May 2022 at 7.30pm, venue Chapel unless notified otherwise.		

Signed by Chairman _____ Date _____