

MINUTES OF AILSWORTH PARISH COUNCIL MEETING

ON MONDAY 20TH JUNE 2022 AT 7.30PM

Held at the Chapel, Main St, Ailsworth

Present were Councillors M Ellershaw, Mr R Moon, Mrs A Perkins (Vice Chairman), Mrs J Pickett (Chairman), Mr M Samways (arrived 19:46, left 21:35) Mr M Stalley **Clerk** Miss J Rice

Members of the public Mr J Hodder

22/19	APOLOGIES FOR ABSENCE. To receive and record apologies sent to the Clerk. The Clerk recorded apologies from Cllr Langston-Jones and Cllr Samways for arriving a little late.	
22/20	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 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.	
22/21	PUBLIC PARTICIPATION Arrangements will be made for the public to join the meeting and a maximum of 15 minutes will be permitted for members of the public to address the meeting on any item on the agenda. It was agreed to discuss item 25 now whilst Mr J Hodder is present – see below.	
22/22	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 16th May 2022, Chairman to sign, previously circulated. Cllr Samways arrived. There was one amendment to the minutes on the number of trees planted being 50 not 30. The minutes were then agreed as a true record and duly signed by the Chairman. Matters arising include the change to an offer of a bench and action by NVR regarding railway crossing gate. Cllr Stalley confirmed the bench offer was rescinded due to a change of mind. The Clerk confirmed that action will soon be taken by NVR to address the unsafe gate at the railway. Thanks were given to Martin Chillcott and Cllr Peter Hiller for their help.	
22/23	GOVERNANCE, FINANCE AND TRAINING	
	23.1	To receive and complete Cllr forms for email summons and GDPR consents plus one declaration of acceptance following election. All forms were duly completed and returned to the Clerk at the meeting.
	23.2	To establish satisfactory arrangement regarding the payment for opening and closing the bus shelter gates as per auditor advice and after further consultation. Cllr Perkins had not managed to see T Mc Ginn but will attempt to do so soon. Action Cllr Perkins
	23.3	To note bank balances for current, instant access and business bond accounts as at 31/5/22 as £13708.55, 20012.08 and £5511.72. To note business bond comes to term on 16th August 2022. Balances were noted. It was agreed to make enquiries into alternative investment options to decide at the next meeting – an ethical company and maybe move money from instant access account too. Action Cllr Stalley and Clerk
	23.4	To agree Chairmanship training for Chairman and Vice Chairman and note Councillor training session new dates of 9/7, 3/9 or 11th/18th/25th Oct for booking. To note planning training course on offer 14th /21st July. The Chairmanship course was agreed and the new Councillor training and planning. Action Clerk to book once confirmed.
	23.5	To agree archiving of old minutes at Peterborough as per requirements and scanning of minute books and maps etc plus note contents of 4 drawer cabinet. It was noted that the costs for scanning are to be confirmed. Arrangements for depositing archives at the library were noted. It was agreed to ask how the minutes are accessed once archived. It was agreed that the Chairman and the Clerk would make lists of what they have requiring archiving and try to ascertain other archived documents stored elsewhere. Action Chairman and Clerk

Signed by Chairman _____ Date _____

	23.6	To resolve a way forward regarding the switch to gov.uk email accounts, either via current website (as per previously stated costs) or with a new website/email accounts, C/F and previously circulated. The Clerk re-iterated the options previously discussed and stressed the need for .gov.uk email addresses to be used over personal email accounts. It was agreed that GDPR compliance on the website would be checked and then email accounts via webmail would be set up to trial. Action Clerk
	23.7	To receive, note and agree risk management assessment. To note and carry out Councillor annual asset checks due, as per attached list. The list was noted and agreed. Action Cllrs
	23.8	To note NALC request for election process feedback, link circulated. This was noted and Councillors agreed to complete if they could. Action Cllrs
22/24	PARISH PROJECTS	
	24.1	To review the plans from play equipment supply companies and Peterborough City Council and agree a way forward and also agree additional member on the sub group. Cllr Perkins and Cllr Pickett have gathered information from companies on what they think is needed and the options available to the Council on the scale and extent of improvements. It was agreed that some inclusive equipment is a good idea. Councillors contributed new thoughts and agreed to circulate them to be pulled into a presentation for the village fete to get some feedback from the residents. It was agreed that Cllr Moon will join the sub group. Action all
	24.2	To receive and note feedback on quotes for removal of rec shelter and replacing with 3 benches, to follow. The Clerk had circulated information on costs to do this work and improve the area. Cllr Stalley suggested adapting further the existing, old shelter to make a similar arrangement with just the seating. It was agreed to get some quotes for this before a decision is made. Action Cllr Stalley, Clerk
	24.3	To receive feedback from Parish Conference and update from the Nature Recovery Group (Cllr Stalley, Cllr Ellershaw and Cllr Pickett, plus T Elson, J Elson and E Stalley) and agree any planned expenditure within budget, including owl boxes at £80-£100, more information circulated. Cllr Stalley updated the Council on the environmentally themed conference and the useful ideas for parishes. He confirmed the visit by the owl man and it was agreed to purchase the owl boxes for £80. He stated the amount of work done before the Jubilee celebrations and a note of thanks went to Simon Leeds for the post for the plaque and Colin Smith for the bowser. He explained the plan for the cutting and arisings and all expenditure is within budget. Action NRG
	24.4	To note feedback on and agree a plan of action for the blue plaque history/heritage project. Cllr Moon said he has some information already, some can be downloaded and more is available from the 2021 census soon. Action Cllr Moon and R Perkins
22/25	JOINT COMMUNITY ACTION PLAN/NEIGHBOURHOOD PLAN/JOINT PARISH LIAISON GROUP (JPLG) a) To note feedback and minutes from latest JPLG meeting and agree resulting actions and note next meeting date, including free permit scheme, climate action strategy meeting, village shop, review of Neighbourhood Plans and litter pick date postponed to September. The notes from the joint meeting were noted and actions as above. It was anticipated that Cllr Samways will be the representative on the Climate Action Group and meet with Mr and Mrs Nash to finalise the APC strategy document. Action Cllr Samways It was further agreed that PC arrangements for the fete need to be firmed up with Cllr Langston Jones and a stand for Neighbourhood Plan review, Climate Action Group, Nature Recovery Group, Speedwatch and play equipment is needed. Action Cllrs b) To agree latest JCAP and 1 or 2 Councillors to be on a working group to review the Neighbourhood Plans with Castor PC members and residents. It was agreed that Cllr Pickett and Cllr Moon will be part of the NP review group. The latest JCAP was agreed also, subject to any changes by Castor PC.	
22/26	FOOTPATHS, RIGHTS OF WAY, VERGES, VILLAGE MAINTENANCE	
	26.1	To receive an update on any current, outstanding issues and resolve appropriate actions. To note broken AWA marker on green reported. Cllr Pickett raised the issue of black rubbish bags and arrangements were made to clear these from the green. Action Cllrs Stalley and Perkins
	ALLOTMENTS AND PARISH LAND MANAGEMENT GROUP (Cllr Ellershaw, Cllr Perkins, Cllr Stalley and Cllr Pickett)	
	26.2	To receive and note feedback from surveyors and PCC Property Legal Services on options on tenancy contracts and agree next steps. To note Station Road field allotment tenancy currently expires end September 2022 and Donkey Paddock current tenancy ends 31/12/22. To note both tenants informed. It was agreed to appoint a solicitor for costs up to £1k and to issue 1 year contracts for the same rent to the existing tenants until enquiries regarding the agreements are finished. Action Clerk

Signed by Chairman _____ Date _____

		Cllr Samways left the meeting.	
	26.3	To receive feedback from Cllr Langston Jones and Soccer Elites on a way forward for goals and resolve expenditure where necessary This item is C/F until Cllr Langston Jones can feedback any information.	
22/27	VILLAGE GROUPS		
	27.1	To receive and note feedback from Platinum Jubilee celebrations and note any changes necessary for similar events. The feedback was noted as very positive, involved residents well and it was decided to leave the planters in situ.	
	27.2	To discuss arrangement for the PCC fete and agree who can attend, set up a stall and agree display/topics ie play equipment displays, Neighbourhood Plans feedback, Speedwatch. Arrangements were discussed and Cllr Perkins and Cllr Stalley agreed to co-ordinate the material, rota and resources needed. Action Cllrs	
	27.3	To resolve involvement in Climate Action Strategy group and grant opportunities from “Recoup”. This was thought to be Cllr Samways still and he will be invited to meet with Mr and Mrs Nash. Recoup will be approached about any funding. Action Clerk	
22/28	ROAD SAFETY WORKING GROUP (Cllr Perkins, Cllr Stalley and Cllr Anker, CPC)		
	28.1	To receive update on new MVAS installed in Helpston Road and update on keys for data download. This was noted as in situ and working. The Clerk handed over the keys for downloading data. Action Cllr Langston Jones.	
22/29	PLANNING; TO NOTE LATEST APPLICATIONS AND RESOLVE RESPONSES TO NEW ONES The following applications were noted and decided.		
	29.1	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, awaiting decision.	
	29.2	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. Permitted. Receive feedback from site meeting re trees and road and houses names. This was received and noted as satisfactory.	
	29.3	22/00611/CTR Trim Apple tree, fell 3 Elder trees in rear garden and trim tree across site boundary at 27 Maffit Road. Deadline 25/5/22. Response sent. Permitted 27/5/22.	
	29.4	22/00427/FUL proposed remodelling of the dwelling including demolition of the existing rear and single storey bath-room, 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. Response sent. Awaiting decision.	
	29.5	21/00421/FUL temporary change of use of ground floor from vacant dwelling to storage for retail use, retrospective permission granted with conditions until 30/11/21 at 109 Peterborough Road. Request to Planning Enforcement to investigate timescales and response received noted.	
	29.6	21/00665/DISCG and 17/02123/FUL at 107c Peterborough Road. Request to Building Control to investigate concerns and response received was noted.	
	29.7	NEW 22/00797/CTR Works to trees in a conservation area – prune Silver Birch and Twisted Hazel at 28 Helpston Road, deadline 1/7/22. Decide response. It was decided to send support for this application. Action Clerk	
	29.8	22/00773/LBC internal room alterations at first floor level to create ensuite with vents to outside wall at 17 Main St, deadline 5/7/22. Decide response. It was decided to send support for this application. Action Clerk	
22/30	CLERK REPORT/COMMUNICATION/CORRESPONDENCE TO NOTE/BRING BACK TO FUTURE MEETING The following was noted; a) Information regarding grants to help communities buy or take over community assets at risk of being lost. Also, update re Assets of Community Value. Clerk is chasing this up. b) Cambridge & Peterborough Authority Local Transport and Connectivity Plan consultation until 4/8/22. c) Carbon Literacy courses available via CAPALC d) Offer of new, recycling clothes bank with weekly collections and income opportunity, information circulated. e) Campaign for hybrid meetings – Councillors to sign letter to Michale Gove. f) Parish Liaison Group meeting Wed 13/7/22 4.30pm. Cllr Perkins can attend.		
22/31	ORDERS FOR PAYMENT; To note and agree payments/ transfer to be made as follows; The following payments were agreed to be paid.		
	31.1	Clerk pay £360.17 plus home office £26 - PAYE payable 30/6/22	£314.17
	31.2	Reimburse ink shared pm J Rice paid May	£5.80
	31.3	Clerk mileage May/Jun	£19.80
	31.4	Employer HMRC payment for June to be deducted from salary	£72

Signed by Chairman _____ Date _____

	31.5	Share of SLCC subs	£48
	31.6	Wave water bill	£61.54
	31.7	CGM grass cutting bill 248112 for 24/5, 10/5	£390.60
	31.8	Reimburse Clerk for paying hosting fee	£8.34
	31.9	Reimburse Cllr Stalley for benches	£480
	31.10	Payment for gate mended at New Close, no invoice received/lost previously	£245
22/32	DATE OF NEXT MEETING To note that the next Parish Council meeting is due to be 18/7/22 however Clerk is away and also there is no meeting in August so requests 1/8/22 instead, to be held at 7.30pm venue Methodist Chapel. Meeting date to be confirmed at a later date due to this meeting overrunning.		

Signed by Chairman _____ Date _____