

MINUTES OF THE AILSWORTH PARISH COUNCIL MEETING

HELD ON MONDAY 16th October 2023 AT 7.30PM

at the Cedar Centre, Castor

Present were Councillors: Dr M Ellershaw, Mr R Moon, Mrs A Perkins (Chairman), Mrs J Pickett (Vice Chairman) and Mr M Stalley. Clerk Miss J Rice

Members of the public present: 2 - Mr J Hodder and Mrs C Murrell

23/84	APOLOGIES FOR ABSENCE. To receive and record apologies sent to the Clerk. The Clerk received apologies from Cllr Samways. Cllr Langston Jones was not present.	
23/85	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 Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business). Cllr Perkins declared a personal and prejudicial interest in item 90.3.	
23/86	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. Mrs Murrell had circulated a summary of the arrangements for management of the defibrillator in Ailsworth. She gave a breakdown of some changes to this summary gleaned from the Community Heartbeat Trust (CHT). She confirmed the unit is registered with the emergency services. She explained the Village Emergency Telephone System (VETS) had not been used but also not kept up to date and the decision had been taken recently to cancel it. This affects the Castor service though so could be re-instated if both councils wish to. She confirmed that the 999 call handler will give out the defib code if it is deemed a priority 1 situation. Mrs Murrell further explained the support package of insurance, new batteries and pads etc if the council wants to renew it. It was confirmed that Halls were not doing the unit checks at present and this needs to be transferred to the council now and that the council needs to confirm to CHT what they decide about the VETS and support package. Cllr Perkins thanked Mrs Murrell for all the work she has done with the defib over the last 8 years. It was agreed to move item 93.4 and 93.5 to here with Mr J Hodder and then the decision items were taken in order.	
23/87	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 18th September 2023, Chairman to sign, previously circulated. The minutes of the last meeting were agreed as a true record and duly signed by the Chairman.	
23/88	FINANCE, GOVERNANCE AND TRAINING	
	88.1	To receive and note the current finance position for any monetary decisions, herewith. The report was received and noted.
	88.2	To receive and note budget bids for 24/25 from the working groups and discuss and agree other projects to include in budget and action plan, below. Budget setting meeting to be held in November. The parish land management group bid for £500 for the project to review the options for parish owned land. There was no change from this year for the nature recovery group. Other ideas included den building £500, pond/trees/hedging £1500 and new goals £1000 plus a new website/email combined £1000. It was noted that there is 19.5k CIL monies to spend against capital projects. Action budget setting group
	88.3	To note training opportunities and agree any new bookings, circulated. Cllr Stalley Biodiversity, Clerk on CIL training 20/9 and Action Plan training opportunity 28/11/23 from 10-12. These were noted and Cllr Perkins will consider the action planning session once confirmed. Action Clerk/Cllr Perkins
	88.4	To note reminder that risk assessments are needed before any work is carried out by non-contractors. This item was not covered. C/F.
23/89	PLAY AREA	
	89.1	To receive and note feedback and review of opening day event and resolve any actions as a result. This was noted as going well and although a small number, it was worth doing and positive feedback was received.
	89.2	To receive and note an update on the repairs and refurbishment to older equipment.

		It was noted that this has been completed now, however unfortunately there has been graffiti written on it already. This will be investigated. Action Cllr Stalley
	89.3	To receive and note risk assessment for play area/equipment and check/agree, herewith. This was not covered and will be C/F.
23/90	ALLOTMENTS, PARISH LAND MANAGEMENT GROUP PLMG (Cllr Ellershaw, Cllr Samways, Cllr Moon, Cllr Pickett and Cllr Stalley) and NATURE RECOVERY GROUP	
	90.1	To receive and note update from Nature Recovery Group, circulated, and agree expenditure from budget, including water harvester. There were no requests for expenditure and the water harvester is in progress. Cllr Stalley circulated a picture of one and the decision whether to fence it in will be decided at a later date.
	90.2	To receive proposal to not cut rec hedge field side every year and the planting of new trees and decide action. (Cllr Stalley) It was agreed not to cut all sides this year and just the roadsides will be trimmed. Details of Castor Parish Council's work will be checked for sharing and cost effectiveness. Action Cllr Stalley
	90.3	To receive an update on the garden allotments site security/hedge gap from the working group and associated correspondence from residents and resolve action. The sub group has not met and so the decision will be deferred until the next meeting. It was confirmed that the issue is as much if not more about safety of users as vandalism, which has seemingly reduced since recreation ground gap plugged. There was disappointment as a result of a resident's correspondence and it was decided to write to clarify the objective procedures followed by council. Action Clerk
	90.3	To receive an update from the PLMG on Station Road and other parish allotments' future. Cllr Ellershaw gave an update that potential users will be written to about the options and their interest plus the possibilities for sectional management of the Station Road field allotment. New Close was discussed and the cost of a land registry search was agreed to establish ownership/registration of the access. Action PLMG
23/91	PARISH COUNCIL ACTION PLAN	
	91.1	C/F To receive the draft action plan and discuss/agree taking into account budget ideas and CIL amount of 19k. Agree any changes/additions This was not covered and will be C/F once the budget and projects are agreed.
23/92	VILLAGE GROUPS / UPDATES	
	92.1	To receive and note update on the new bus service. To be C/f.
	92.2	To receive and note feedback from the recent Castor Parish Council meeting. Some feedback was included in other, individual agenda items.
23/93	PARISH LIAISON/COMMUNITY ENGAGEMENT/JOINT MEETINGS	
	93.1	To receive an update on the defib refresher training, from newsletter and Good Neighbours, and resolve action. It was confirmed that there were only 4 people so far had signed up. It was agreed to set a date with Castor PC and then advertise the date. Action Clerk/JPCM
	93.2	To review the defibrillator process of checks and deployment and agree plan of action. It was agreed to discontinue the support package and pay for items as they're needed. The insurance cover will be checked but the Clerk was sure it was covered in the PC policy. It was agreed to await the joint PC meeting to check about the VETS although the feeling was to discontinue it still as it is seen as an unnecessary, confusing step that needs regular work. It was agreed to query the outstanding VETS bills as there has been only one telephone number and list. Action Clerk
	93.3	To receive and note any feedback from A47 roadworks consultation meeting and Police and Crime Commissioner slots meeting, plus update on funding form for A47 belt. This will be C/F.
	93.4	To receive and note update on review of the Neighbourhood Plan(s). Mr Hodder gave an update which was noted – a meeting was held on 2/10/23 where 2 drafts of the modifications were given to Peterborough City Council, who will review them. He confirmed that Castor Parish Council will consult with landowners over their plans. Cllr Perkins also thanked Mr Hodder for his work on this.
	93.5	To receive and note/agree the joint meeting agenda for 9/11/23, circulated by John Hodder. The agenda was received, noted and agreed with the addition of the defib VETS. The Clerk will circulate the terms of reference to be checked and confirmed. Action Clerk
	93.6	To note new community notice board in place and agree use "rules"/notice.

		It was agreed that a notice will be put about what is accepted and not accepted. Action Cllr Stalley	
23/94	PARISH MAINTENANCE ISSUES		
	94.1	To receive and note feedback from Councillor asset checks and agree any action needed, plus discuss any new maintenance issues. The clerk was asked to resend the asset check forms. It was agreed to check the status of the Peterborough Road hedge cut due and request that PCC do not use any chemical weedkiller like glyphosate. Action Clerk	
	94.2	C/F To receive and note quotes for making bench higher on green as per request and decide. Another contractor will be requested to quote for this work for comparison and a decision made next time. Action Cllr Stalley	
	94.3	To receive and note MVAS data for review. To be C/F	
	94.4	To agree to purchase Remembrance Day wreath for the war memorial/bus shelter. This was agreed. Action Clerk to purchase	
23/95	PLANNING; TO NOTE LATEST APPLICATIONS AND RESOLVE RESPONSES TO NEW ONES	The following was noted:	
	95.1	To receive applications between issuing agenda and date of meeting and decide if can agree response. 23/01247/CTR Large white Poplar prune and remove rotten stump. Supported.	
	95.2	23/00111/R4FUL Development of sports pavilion, MUGA, storage facilities and associated infra-structure. Response from Ailsworth sent. Awaiting decision.	
	95.3	23/01062/CTR 2 Leylandii fell and 1 Oak remove low branch – APC application, deadline 19/9/23. Permitted. Work to commence.	
	95.4	23/00976/LBC replacement of glazing to 7 windows and 1 door at 46 Main St. Permitted 27/9/23.	
	95.5	23/00998/CTR Sycamore crown to previous points, deadline 24/8/23 – no issue/response. Permitted 14/9/23	
23/96	CLERK REPORT/CORRESPONDENCE: To receive and note correspondence and decide any actions.	There was none.	
23/97	ORDERS FOR PAYMENT; To note and agree payments/ transfer to be made and already made as follows; TO BE PAID AND FUTURE	The following was authorised:	
	97.1	Clerk; pay 26 hours pm incl A/L £362.70 plus £26 home office less tax/Ni, payable 31/10/23	£316.30
	97.2	Clerk; Reimburse ink shared pm J Rice paid Sept	£5.85
	97.3	Clerk; mileage Sep/Oct	£9.90
	97.4	HMRC employer/ee payment for August (paid) and September	£72.40
	97.5	Cedar Centre for meetings room hire 23.069/23.094	£30 x 2
	97.6	CGM grass cutting invoice 256530 12/9 and 29/9	£400.37
	97.7	Wave water bill not paid	£297.13 – reading submitted and bill to be revised. Bill subsequently received for £179.69
	97.8	Studio One Photography	£80 paid
	97.9	Plumbweb for defib lighting	£88.50
	97.10	RBL wreath	Tba £30
	97.11	Community Heartbeat Trust previous year VETS	£150 tbc
	97.12	Cllr Perkins for open day event resources	£48.95
	97.13	Tom Sharp for tree works	£400
23/98	RECTS	½ precept from PCC Burial grounds maintenance payment from PCC Recreation ground maintenance payment from PCC ½ tenancy rent from E Hill Allotment rent thus far Instant access interest	£3861.50 £579 £2750 £150 £145.83 £95.87
23/99	DATE OF NEXT MEETING	It was noted that the next meeting is the 20 th November 2023 to be held in the Cedar Centre, Castor.	

See notice board/website (www.ailsworthparishcouncil.org.uk) for dates of meetings. Any papers/information are available by request from the Clerk at clerk@ailsworth-pc.gov.uk